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# PARKING AND TRAFFIC COMMISSION

For earlier documents, see Regular and Special Meetings of
"PARKING AUTHORITY".

The documents in this volume include Regular and Special Meetings of the Parking Authority Commission and the Parking and Traffic Commission, which almost invariably held joint meetings.

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PARKING AUTHORITY
OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
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ART AGNOS, Mayor

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SPECIAL MEETING NOTICE

Parking and Traffic Commission

Tuesday, August 1, 1989
3:30p.m.

Room 282, City Hall
San Francisco, Ca 94102

AGENDA

At the request of Commissioners Chin, Grosboll, Melara and Quaranta, there will be a Special Meeting of the Parking and Traffic Commission to conduct the following business:

1. Roll Call

2. Election of Officers

3. Director's Report and Housekeeping

   -Drawing lots for terms of office

   -Adopting interim rules

   -Setting regular meeting times

   -Designating Acting Director

   -Working arrangements/Commissioner assignments

   -Approval of job specifications and authorization to advertise position

   -Announcement of award on lot cleaning contract

4. Public Comment

   Any person may address the Parking and Traffic Commission on any matter within the jurisdiction of the Commission. This should not relate to any item on the agenda since

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public comment will be taken as each item is discussed. It is requested that each person addressing the Parking and Traffic Commission limit himself to five minutes.

5. City Attorney's Report

6. Proposition D Implementation Status Report

7. Unfinished Business

-Approval of Contract - Moscone Center Garage operations

-Approval of Contract - Polk/Bush design team

8. New Business

-Resolution of intent to hire bond counsel and financial advisor

-Setting orientation meeting

9. Adjournment

10. Reconvene as San Francisco Parking Authority

-Adoption of minutes of the regular Parking Authority meeting of June 8, 1989

-Election of officers

-Resolution on intent to finance Polk/Bush construction, Vallejo/Churchill acquisition and construction, and California/Steiner acquisition and construction through issuance of bonds

-Vallejo/Churchill and California/Steiner report

# PARKING AND TRAFFIC COMMISSION

August 1, 1989

The Minutes of this meeting are missing.

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REGULAR MEETING NOTICE

PARKING AND TRAFFIC COMMISSION

Tuesday, August 15, 1989
1:30pm

Room 282, City Hall
San Francisco, CA 94102

AGENDA

1. Roll Call

2. Adoption of Minutes

Special Meeting of the San Francisco Parking and Traffic Commission held on August 1, 1989

Special Meeting Meeting of the San Francisco Parking Authority held on August 1, 1989

3. Director's Report

4. Commissioners' Questions and Matters

5. City Attorney's Report

6. Public Comment

Any person may address the Parking and Traffic Commission on any matter within the jurisdiction of the Commission. This should not relate to any item on the Agenda since pubic comment will be taken as each item is discussed. The Chairman requests that each person addressing the Parking and Traffic Commission limit himself to five minutes.

7. Unfinished Business

a. Commissioner Assignments

b. North Beach/Chinatown Park and Ride

c. Orientation Meeting

8. New Business

   a. 22nd/Bartlett and 16th/Hoff Security

   b. St. Mary's Square

   c. Stadium Garage

   d. Commendations for Former Commissioners and Staff

   e. Approval of Annual Report Data

9. Adjournment

# PARKING AND TRAFFIC COMMISSION

August 15, 1989

The Minutes of this meeting are missing.

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# REGULAR MEETING NOTICE

## PARKING AND TRAFFIC COMMISSION

Tuesday, September 5, 1989
1:30pm

Room 282, City Hall
San Francisco, CA 94102

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## AGENDA

1. Roll Call

2. Adoption of Minutes
   Regular Meeting of the San Francisco Parking and Traffic Commission held August 15, 1989

3. Director's Report

4. Commissioners' Questions and Matters

5. City Attorney's Report

6. Status Report on Implementation of the Department of Parking and Traffic

7. Public Comment

8. Unfinished Business
   a. Proposed Legislation Regarding Pay Phones
   b. Commission Orientation

9. New Business
   a. Ball Park
   b. Parking and Traffic Commission/Department ID
   c. Presentation of Resolutions to Former Members and Staff

10. Adjournment

## RECONVENE AS SAN FRANCISCO PARKING AUTHORITY

1. Roll Call

2. New Business
   a. Adoption of Rules

3. Adjournment

PARKING AUTHORITY
OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
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ART AGNOS, Mayor

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# MEETING REPORT
## REGULAR MEEING OF THE PARKING AND TRAFFIC COMMISSION AND SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

Tuesday, September 5, 1989
1:30pm
Room 282, City Hall
San Francisco, California

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**PRESENT**

Commissioners: Darshan Singh, Chairman
Angelo, Quaranta, Vice Chairman
Arnold Chin
Dick Grosboll

Staff: Phil Chin, Director
Kevin M. Hagerty, Assistant Director
Julian Hultgren, Deputy City Attorney
Renee Faison, Recording Secretary

Guests: Russ Presting, S.E. Onorato, Inc.
Larry Florin, Assistant to the Mayor
Q. Todd Dickinson, Former Commissioner SFPA
John Patrick Short, Former Commissioner SFPA
Leeman Abrams, Office of the Mayor

**ABSENT** Sonia Melara

The Chairman called the meeting to order at 1:34pm and requested the roll to be called.

**ROLL CALL**

The roll call indicated quorum present.

ADOPTION OF MINUTES

Commissioner Quaranta made a motion to adopt the August 15, 1989 meeting Minutes. The motion was seconded by Commissioner Chin.

DIRECTOR'S REPORT

The Director reported to the Commission as follows:

Police Department's Central Station (Churchill Site):

On August 17th a meeting was held to discuss the possible relocation of the Police Department's Central Station. The meeting was attended by the San Francisco Parking Authority (PA) staff, the Chief of Police, the police lieutenant in charge of planning, the Director of Planning, representatives from the Department of Real Estate (DRE) and the Mayor's Budget Office. The necessary relocation of the Police Station was agreed upon and the various departments represented volunteered their assistance.

The now closed Safeway Store located at the corner of Chestnut and Columbus was suggested as a possible new location for the Station and the Director of Planning has since spoken with the property owners who have shown interest in the matter.

Meeting discussions also focused on funds to be used for acquisition and development of the new station. The Police Department reported that $2.8 million can be used for the purchase and development of the new Station. This money was originally allocated for renovation of the present station but can be redirected. There is also an individual who has expressed interest in presenting a proposal for development of the present station whereby additional funds will be made available to the Police Department.

Commissioner Quaranta asked if it was known how long it would take before negotiations would begin with the proposed developer of the present site. The Director stated that a time frame would be difficult to predict at this time but the developer is ready to move ahead and would like to reach an agreement as soon as possible.

Commission Quaranta asked for figures on the worth of the Chestnut/Columbus Street site. The Director stated that the cost of the Chestnut/Columbus Street site was approximately $5 million when sold. A rough estimate of its present value is $6-7 million. The new site may be shared with a developer although conclusions on this matter have not been reached.

The Chairman asked what type of development would be shared with the Police Department if the Chestnut/Columbus Street site was purchased. The Director stated that condominiums were originally proposed. This matter is being reviewed by the Planning Department.

Passage of Off-Street Fund Legislation:

The legislation that authorizes the Commission to use and recommend use of the Off-Street Fund for operating and administrative purposes has been passed by the Board of Supervisors and is before the Mayor for signature.

Chong & Associates Contract:

The contract with Gordon Chong & Associates has been approved by the Civil Service Commission and Board of Supervisors.

Supervisors Hsieh and Maher Legislation:

Supervisor Hsieh has proposed a 30-day parking amnesty for unpaid citations to be followed by the establishment of a boot program. This legislation is going through its last round of amendments and is pending introduction to the Board of Supervisors.

Supervisor Maher has prepared legislation to permanently credit the revenue from the Sutter/Stockton Garage to the Off-Street Parking Fund. Under existing law, Sutter/Stockton Garage revenue is extended to the Off-Street Parking Fund until June 30, 1990 when it will go back to the General Fund. Supervisor Maher's legislation will delete the set time period. This legislation also has not yet been introduced to the Board of Supervisors.

Commissioner Grosboll asked if the Commission had any jurisdiction over either legislation. The Director stated that the Commission had no authority over the legislation but that it would be essential for the Commission to offer comments and testimony when the legislation is heard by the Board of Supervisors.

Commissioner Grosboll asked if there was a stated purpose for the 1990 deadline date in the original Sutter/Stockton legislation. The Director stated that the 1990 deadline date was presumably instituted to allow for the review of the program after a set period of time.

Commission Grosboll asked what amount of money the Garage generated annually. The Director stated that the Garage generates approximately $1.7 million to $1.8 million annually.

The Chairman asked if the Commission would have input in these matters before the Board of Supervisors hearing. The Director stated that the Commissioners would be able to convey recommendations to the Board before the matter is heard.

The Chairman asked if similar legislation was previously introduced by Supervisor Kennedy. The Assistant Director stated that Supervisor Kennedy's legislation pertained to the use of boots. At that time, there was a problem with towing the vehicles and locating a site to store the vehicles. As a result, the legislation was deferred to a later date.

The Chairman asked if there were problems regarding the boot program as opposed to the tow program. The Director explained that the boot program, in fact, presented less of a problem than the tow program. It is less time-consuming and less labor-intensive to place and remove boots than to tow a vehicles and release it to a towing area.

The Director informed the Commission of the negative effects of amnesty programs. He explained that amnesty programs lessen the effect of the enforcement process. Those persons who pay parking tickets on a timely basis begin to feel penalized and are discouraged in observing deadlines.

## COMMISSIONERS' QUESTIONS AND MATTERS

The Commission had no questions or matters to discuss.

## CITY ATTORNEY'S REPORT

The City Attorney stated that there were no items to be on reported on at this time.

## STATUS REPORT ON THE DEPARTMENT OF PARKING AND TRAFFIC

Mr. Florin, Assistant to the Mayor, updated the Commission on the candidate search for the Director's position of the Parking and Traffic Commission. He stated that the announcement was published in local and national publications for three weeks and the response was overwhelming -- 165 resumes were received. Applicants range from people living throughout various parts of the Country to prominent local persons in the field of transportation. In addition, there is minority and women representation.

The Selection Committee has been altered since Mr. Florin's last report. Deputy Mayor Doug Wright and Dick Evans, the Director of Public Works, remain on the Committee with the additional of Ann Branston, the Assistant Chief Administrative Officer.

Eight applicants have been invited for interviews with the Selection Committee. Those interviews will be held on Monday, August 11 and Wednesday, August 13. The top two or three ranked candidates will then be presented to the Committee in Executive Session at the next meeting. The Commission will also be supplied with the resumes of all top candidates and may request interviews of those individuals if deemed desirable.

The Chairman asked how many persons from City Departments applied for the Director's position. Mr. Florin stated that approximately 15-20 persons from various levels of experience in the City applied for the position -- parking control officers, utility meter readers, etc. However, there was not much representation from current managers or executives in the City.

## PUBLIC COMMENTS

There were no public comments.

## UNFINISHED BUSINESS

### Proposed Legislation Regarding Pay Phones

The Director gave an update on the pay telephone issue that was brought to the attention of the Commission previously by Deborah Stein representing U.S. Commercial Telephone. He explained that the objective of the legislation is to set a new permanent fee of $75.00 per month (payable quarterly) for each phone as opposed to the existing charge of 15% of receipts and, also, to change the language referring to "telephone utility" to a broader category of "pay phone service provider" (an entity which owns pay phones and/or manages and operates a business which directly provides pay phone services).

The legislation was proposed because there were a number of new telephone companies providing pay phone service. In addition, there was a concern that if the current requirement of 15% remained in the law, the City may need to conduct audits of the providers to ensure a fair return.

There is no clear policy indicating the appropriate City agencies to receive pay telephone returns at present. The Parking Authority is not receiving funds from pay telephone providers. However, garages that have pay telephones and are operated through nonprofit corporations receive revenues from pay telephones and return the City's share as stated in their lease agreements.

The Director suggested a change in the language of Section 962 found on page 6 of the proposed legislation. It now reads: "The Director of Public Works is hereby authorized and empowered to issue permits, revocable at his will, to the service (telephone company) pay phone service provider for installation and maintenance of public pay telephone booths in City owned and operated neighborhood off-street public parking facilities within the City and County of San Francisco subject to the review and recommendation of the San Francisco Parking Authority and the City's Director of Property, and subject to the applicable rules, provisions and procedures set forth in Sections 950 and 960, inclusive of Article 19 of the Public Works Code." The Director's suggested change is as follows: "...subject to the review and approval of the San Francisco Parking and Traffic Commission or its designee."

The Director stressed the need to research the pay telephone issue and added that it would be helpful for the Commission to provide direction in terms of general principals that might be adhered to in discussions with other City agencies on the matter.

Commissioner Grosboll had three concerns: (1) which method of return would generate the most revenue -- 15% or $75; (2) would the Commission want to support this legislation if the $75 per month charge caused the loss of revenue; and (3) would the $75 per month charge discourage telephone placements in parking facilities.

The Director stated that information on 15% vs. $75 will be researched. Statistics on the number of pay telephones presently located in parking facilities is needed and is being researched by the phone company at the Director's request. Also, the affected parties should be informed of the issue and meet to discuss its ramifications. He further stated that many of the departments that will be effected by this legislation have not been notified of its existence. He noted the Department of Electricity has a major responsibility for collection of permit fees but were not aware of the proposed legislation.

Commissioner Grosboll asked if the status of the legislation was such that two to four weeks could be taken to carry out the necessary research and hold the necessary meetings. The Director stated that it would be some time before the matter is heard by the Board of Supervisors and there should be sufficient time to conduct the necessary business. The clerk of the Finance Committee informed the Director that Supervisor Ward will be requesting a continuance on the matter.

Commissioner Chin stated that it would be difficult to identify what form of return would be best since the PA has not received revenue in the past.

The Chairman asked how much work would be involved in researching records. The Director stated that the amount of work involved is unknown because the individuals needed to answer such questions have been on vacation.

Commissioner Chin noted that the legislation is directed toward the neighborhood off-street, City owned and operated lots and facilities and does not include nonprofits. He asked, if the income derived from the pay phone providers at nonprofit sites is being returned to the nonprofits? The Director stated that the provider returns a share of the revenues to the nonprofit but the nonprofits are under agreement to return a larger amount than 15% to the Off-Street Fund to the City.

The City Attorney commented on the existing ordinance. He stated that the existing ordinance applies only to telephone booths in City owned and operated departments. The reason nonprofits are not covered is that technically the nonprofit facility is not owned by the City, it is owned by the nonprofit. Under that language, a parking facility such as Golden Gateway, which is owned by the City but not operated by the City, would not be covered by the existing ordinance.

Commission Orientation

The Director informed the Commission that the site for the October 14 Orientation Meeting has been narrowed down to two locations -- the De Young Museum and the Angler's Lodge. Both are in Golden Gate Park and easily accessible. The Director will be making a site visit to choose the best location for the meeting.

Rick Smith of the San Francisco Support Center will be the facilitator of the meeting.

NEW BUSINESS

Adoption of the Rules

Chairman stated that he has not had an opportunity to look at the Rules because of late delivery and suggested that the Rules be heard at the next meeting. The other Commissioners agreed. Commissioner Grosboll made a motion to postpone the adoption to

the Rules until the next meeting. Commissioner Quaranta seconded the motion.

The Chairman appointed Commissioner Grosboll to review the Rules with the consultation of the City Attorney and the Director.

Ball Park

Leeman Abrams from the Mayor's Office gave an overview of the Ball Park proposal. He explained that in considering a downtown facility, the Mayor looked at five criteria -- site and location, transportation plan, traffic and parking elements, land-use impact and impact on surrounding areas. He described those criteria as follows:

1. Site and Location: A study was conducted to choose the best site for the Ball Park facility. Several locations were considered and disregarded because of concerns involving the cost of purchasing the land and the impact on housing.

The present location chosen for the Ball Park is bounded by King Street, 3rd Street, 2nd Street and the Waterfront. It is comprised of two parcels of land: the Port parcel, with a Port maintenance facility, and the CalTrans parcel, which was purchased by the Federal Government as a part of unfinished I-280 improvements. Land value in the China Basin area is aproximately $300-$600 per square foot as opposed to the central business district where land is valued at approximately $1,500 per square foot or the South of Market area where land is valued at approximately $600-$800 per square foot.

Another advantage of the proposed Ball Park area is its close proximity to the downtown area. There are currently 350,000 people who live, work and shop in the central business district and there are another 150,000-200,000 conventioneers and tourists in the area. These people can take a bus, taxi or short walk to the Ball Park. Also, a study was done conducted on other major cities' experiences with downtown Ball Parks. Chicago's Rigley Field and Boston's Fenway have had good success in attracting visitors and conventioneers.

2. Transportation Plans: There are improvements, totaling $480 million, planned for the Embarcadero Boulevard, I-280 and King Street. These improvements will occur whether or not the Ball Park in built in that area. The improvements are as follows: Embarcadero Boulevard will become treelined from King Street to Fisherman's Wharf; Muni and the Cable Car will run at the surface level down the medium strip of Embarcadero Boulevard; new off and on ramps will be created on I-280 between

3rd and 6th Streets and surface parking will be added on King Street; there will be a new Muni Metro extension that will run down Market Street, make a right along the improved Embarcadero, travel to King Boulevard and stop at the Ball Park. The capacity will be approximately 9,000 passengers per hour. Also, King Boulevard will be widened to a 155 foot street (it is currently about 80 feet). This will allow three lanes of traffic in each direction.

3. Traffic and Parking Plan: There is planned a 1,500 car parking garage that will be attached to Ball Park facility (meetings have been conducted with the PA Director and the Director of Planning and others to identify possible private sector interest in order to get the facility built); the China Basin Building Owners have expressed an interest in finding off-site parking for improvements that they would like in the area; there is a possibility of commercial and retail vendors at the ground level of the garage; there will be surface parking for the Ball Park with an 8,000 capacity; and there is office development planned for the Mission Bay area that would provide underground parking.

There will be a total of 13,500 spaces within a 15 minute walk to the Ball Park. In early anaylsis, it has been estimated that 20% of the people who will attend the Ball Park will use public transporation; however, this is a low estimate. Chicago has 40% of its ball park attendees using pubic transportation and Toronto 50%.

4. Land Use Impact: There is a $2 billion Mission Bay development project that will take place over next twenty years. The City is in negotiations on this issue and it may be on the ballot in June. There is planned approximately 8,000 residential units and 4 million square feet of office. This office space is what has been referred to as "back office space" -- offices with large floor space that accommodate such businesses as information systems, computer processing and credit card processing offices. The buildings are designed to compete with Bishop Ranch and other urban developments which have taken much of the back office employment. This office space will not designed to compete with business office space but will compliment it and compete with the urban back office space.

5. Impact on Surrounding Areas: The Mayor wants to ensure that the Ball Park is consistent with the planning and land use strategies that the City has adopted. There has been a effort to move development away from the Central District to the South of Market area to reduce the development pressures on surrounding neighborhoods -- North Beach, Tenderloin,

Chinatown. This proposal is consistent with the plan to move development southward.

Regarding financing of the plan, the City will invest $20 million in the facility at $2 million a year for 10 years in return for receiving 20% of the profits. 80% of profits goes to the Giants and Spectacor. Spectacor is the sports management group that has been selected by a ball park task force. The City will loan Spectacor $10 million at the rate of $1 million per year for 10 years. That loan will be repaid at the end of the 40 year period with interest and the City will provide up to $10 million for cost overruns. At the end the 40 year period, the City owns the facility. There will be an option at that time to negotiate with Spectacor regarding their continuance to manage the facility. The Ball Park will cost approximately $96 million.

The Memorandum of Understanding (MOU) signed by the City, Spectacor and the Giants calls for the City to deliver a sight-ready parcel to Spectacor by January, 1993.

On December, 1990 taxes and bonds for the project must be sold and delivered. San Francisco has an allocation for $50 million that has been reserved in Federal legislation. This money can not be utilized until the bonds are sold and delivered.

Commissioner Quaranta asked for information on the cost of the Federally-owned land on which the Ball Park will be located. Mr. Abrams reported that the parcel of land to which Commissioner Quaranta is referring is the CalTrans parcel and it is valued at $10-12 million. However, the Federal Government purchased the land for approximately $1 million and will sell that land for the same amount if the land will be used for public purposes. The Ball Park is a public purpose.

Commissioner Grosboll stated that he has read about the proposed agreement for 1,500 parking spaces and asked Mr. Abrams for information on this matter. Mr. Abrams stated that the MOU allocates 200 parking spaces to the Giants for their administrative purposes and 800 of the spaces for VIP or luxury suite individuals. 500 spaces will be for general public parking.

Commissioner Chin asked Mr. Abrams if there are planned improvements for the 3rd and 4th Street bridges. He stated that these roadways would be essential in aiding Peninsula people in their commute to the ball park area. Mr. Abrams was not aware improvements planned to those bridges but stated that he would check and report back to the Commission.

Commissioner Grosboll asked if the Stadium Agreement was conditioned on the approval of the parking garage. Mr. Abrams answered that the parking garage is included in the MOU which states that the City has to build a 1,500 car parking facility and also provide 13,500 spaces within a 15 minute walk to the Stadium.

Commissioner Grosboll asked if there was an anticipated date that the parking measure would come before the Commission. Mr. Abrams stated mid 1991.

The Chairman asked for information on the size of the lot. Mr. Abrams stated that the lot is approximately 72-75,000 square feet and will propably be a seven story building.

The Chairman thanked Mr. Abrams for his report and invited him to come back at a later date to further brief the Commission on developments.

Parking and Traffic Commission/Department ID

The Director described the Resolution before the Commission that will authorize badges for the members. The badges will be useful as a means for identification when the Commissioner are in the conduct official business.

Commissioner Quaranta made a motion to pass the Resolution. Commission Grosboll seconded the motion. Roll was called and the matter was approved unanimously.

Presentation of Resolutions to Former Members of the Commission

The Chairman presented the resolutions to former Commissioners Q. Todd Dickenson and John Partrick Short in recognition of their leadership and dedicated service to the people of San Francisco.

ADJOURNMENT

The meeting was adjourned at 2:50p.m.

RECONVENE

The Chairman called the Special Meeting of the San Francisco Parking Authority to order at 3:00pm and requested the roll to be called.

ROLL CALL

All Commissioners were present with the exception of Commission Melara. The roll call indicated quorum present.

ADOPTION OF MINUTES

Motion was made and seconded to adopt the August 15, 1989 meeting Minutes of the Parking Authority.

NEW BUSINESS

Adoption of the Rules

Chairman made a motion to to defer the adoption of the Rules until the next meeting of the Parking Authority. Commission Quaranta seconded the motion. Roll was called and the matter was passed on unanimously.

The Director reminded the Commission that the Resolution to hold a Hearing of Public Interest and Necessity regarding the California/Steiner site must be acted on at the September 19, 1989 meeting. A tentative date of October 6, 1989 is being held for that Hearing.

Commissioner Grosboll asked if Public Comments should to be added to the Agenda for the Parking Authority meeting. The City Attorney stated that discussions had been held concerning this matter and it was agreed that this item would be omitted from this Agenda since it was included in the PTC portion of the meeting but in the future it will be included in the PA portion also.

Coommissioner Chin stated that the first Tuesday in November is an Election Day and asked if the Commission meeting for that day should be rescheduled. The Director stated that the Chairman has the authority to cancel and reschedule meetings. Also, three members of the Commission can request the Director to reschedule the meeting. If it is commonly felt that the meeting should be rescheduled, the Chairman or the Director will do so.

ADJOURNMENT

The meeting was adjourned at 3:15p.m.

PARKING AUTHORITY
OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
AND SPECIAL MEETING OF THE PARKING AUTHORITY
UPON ADJOURNMENT OF THE PARKING AND TRAFFIC COMMISSION MEETING

Tuesday, September 19, 1989
1:30pm

Room 282, City Hall
San Francisco, CA 94102

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. Roll Call

2. Adoption of Minutes

   Regular Meeting of the San Francisco Parking and Traffic Commission Held on September 5, 1989

3. Director's Report

4. Commissioners' Questions and Matters

5. City Attorney's Report

6. Public Comment

7. Unfinished Business

   a. Pay Phone Legislation

8. New Business

   a. Selection Panel for Financial Advisor/Bond Counsel
   b. Technical Group - Polk/Bush
   c. North Beach Chamber Proposal
   d. BART North Bay Proposal - Mr. Michael Bernick, Member of the BART Board of Directors
   e. Resolution to Seek Supplemental Appropriations to Fund Re-classification of Position and to Enable Initiation of Traffic/Transportion Planning and Analysis Work
   f. Review of Monthly Parking

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9. Status Report on Department of Parking and Traffic

Executive Session Regarding the Hiring of Staff

10. Adjournment

**RECONVENE**

**SPECIAL MEETING OF THE PARKING AUTHORITY**

1. Roll Call

2. Adoption of Minutes

Special Meeting of the San Francisco Parking Authority Held on September 5, 1989

3. Public Comment

4. New Business

a. Resolution Adopting Negative Declaration and Findings Related to Planning Code Section 101.1 Regarding Assessor's Block 635, Lots 9 and 9A

b. Resolution to Hold a Hearing of Necessity Regarding Acquisition of Assessor's Block 635, Lots 9 and 9A

Meeting will recess for Executive Session

Discussion Regarding Acquisition of Assessor's Block 635 Lots 9 and 9A

5. Adjournment

PARKING AUTHORITY

OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
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ART AGNOS, Mayor

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# MEETING REPORT
## REGULAR MEEING OF THE PARKING AND TRAFFIC COMMISSION AND SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

Tuesday, September 19, 1989
1:30pm
Room 282, City Hall
San Francisco, California

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**PRESENT**

Commissioners: Darshan Singh, Chairman
Angelo, Quaranta, Vice Chairman
Arnold Chin
Dick Grosboll
Sonia Melara

Staff: Phil Chin, Director
Kevin M. Hagerty, Assistant Director
Julian Hultgren, Deputy City Attorney
Renee Faison, Recording Secretary

Guests: Russ Presting, S.E. Onorato, Inc.
Harry Quinn, San Francisco Department of Real Estate
J. Weber, System Parking
Kevin Comora, Tele W
Dick Dole, Ellis/O'Farrell & Japan Center Garages
Richard Guynn, Sutter/Stockton Garage
David Pilpel, Geary Streetcar Citizen's Committee and North Bay Transit Committee
Marsha Garland, North Beach Chamber of Commerce

The Chairman called the meeting to order at 1:32pm and requested the roll to be called.

**ROLL CALL**

The roll call indicated quorum present.

## ADOPTION OF MINUTES

Commissioner Chin suggested the word "excused" be substituted for the word "absent" in Minutes when referring to absences approved by the Chair.

On motion Commissioner Chin, seconded by Commission Grosboll, the minutes of the September 5, 1989 Regular Meeting of the Parking and Traffic Commission were adopted.

VOTE: Ayes - Members Chin, Grosboll, Quaranta, Singh.
Abstain - Member Melara.

## DIRECTOR'S REPORT

The Director reported on the following:

### Police Department's Central Station Relocation

With the assistance of the Director, meetings have been scheduled with Chief Jordan, his staff and a developer in which options for maximizing the Department's revenues will be discussed.

To address the concern of the Police Department suffering a loss of presence due to the relocation of the Department's Central Station, staff of Parking and Traffic Commission (PTC) are involved in continuing discussions with the Housing Authority to identify possible locations for a substation.

Conversations between the Director of Planning and property owners regarding possible sights for the new Station are also continuing.

### Real Alternatives Program and Horizons Unlimited Security Proposal

A meeting has been held with representatives from the Real Alternatives Program and Horizons Unlimited to discuss the security proposal for 16th/Hoff and 22nd/Barlett. The agencies agree to provide six hours of security coverage at 22nd/Bartlett and eight hours of coverage (split into two shifts) at 16th/Hoff. Subsequent meetings are planned to finalize financial plans.

## COMMISSIONERS' QUESTIONS AND MATTERS

No questions or matters were raised at the meeting.

## CITY ATTORNEY'S REPORT

The City Attorney had nothing to report.

## PUBLIC COMMENTS

There were no public comments.

## UNFINISHED BUSINESS

### Pay Phone Legislation

The Director discussed the option of amending the Pay Phone Legislation to remove references to the Parking Authority (PA) and the PTC. He recommended use of an open bid process to identify a provider of pay telephone services.

The Chairman asked what we would gain from entering into a bid process. The Director replied that a bid process would allow for negotiation of specifications within a contract. He explained that the proposed legislation would give the telephone service provider the opportunity to refrain from placing pay telephones in areas that were deemed to be low revenue and low volume of return on $75.00 fee. However, the PTC may regard those areas as essential for the public's safety or convenience and could negotiate for placement of phones where needed.

The Chairman asked if we had any records on pay phones in City-owned parking facilities. The Director replied the Parking Authority is not in possession of these records but Pacific Bell has been contacted and a response is pending.

The Commission agreed with the Director's recommendation and asked him to proceed with the process of removing all references to the PA and PTC in the Pay Telephone Legislation.

### Adoption of Interim Rules

The Chairman raised the issue of the adoption of the Interim Rules for discussion. The City Attorney suggested that the Rules be discussed at the next meeting of the Commission since the item was not listed on the Agenda for this meeting.

## NEW BUSINESS

### Selection Panel for Financial Advisor/Bond Counsel

The Director reported that fifteen firms have applied for the Financial Advisor position and four firms have applied for the Bond Counsel position. The screening process is proceeding and recommendations will be made to the Commission in approximately a month.

The Chairman inquired about the possibility of appointing a Commission member to sit on the screening panel. The City Attorney replied that there are prossible Brown Act applications and suggested that this issue be raised at a meeting to include the Chairman, the Director, the City Attorney and Counsel that specializes in the Brown Act.

Technical Group - Polk/Bush

The Director reported on efforts to involve neighborhood groups in the design phase of the Polk/Bush Garage.

North Beach Chamber Proposal

The Chairman invited Marsha Garland to speak concerning the North Beach Chamber proposal.

Ms. Garland requested the Commission's assistance in exploring the possibility of a partnership between the City and private parking facility owners. The partnership would make under-utilized daytime parking spaces available to the public at competitive rates.

Commissioner Melara inquired about rates at private garage. Ms. Garland replied that the City garage on Vallejo Street charges 75¢ an hour for the first two hours and escalates beyond that whereas private garages in that area charge approximately $3.50 an hour.

Commissioner Melara asked if this partnership would be necessary during evening hours. Ms. Garland stated that the garages do good business during evening hours and don't feel it is necessary.

Commissioner Quaranta asked how the partnership finances would be controlled? Ms. Garland stated that she would need the Commission's assistance on the issue of controlling the finances.

Commissioner Grosboll asked if private parking facility owners have experimented with lowering their rates during daytime hours to attract more business. Ms. Garland stated that one owner had experimented with lower rates by offering validation with local merchants toward a free first hour of parking but was not very successful in this venture because of the lack of publicity.

Commissioner Grosboll suggested the need for additional experimentation in lowering rates before a partnership program is addressed.

Commissioner Quaranta asked if it would be more efficient for the City to lease garages from private vendors during daytime hours. Ms. Garland stated that she had considered the matter and would explore it further.

The Director stated that it will be some time before the issue will be brought before the Commission because of the complexity of the project and the press of present business. He suggested that garage owners be specific in their proposal to facilitate a resolution to the issue.

Commissioner Melara suggested that several alternatives be explored and presented to the staff.

Commissioner Grosboll suggested the proposal include figures on the number of merchants offering validation during daytime hours, the amount of funds needed and the limit of subsidization. He also cautioned that the support of this program might encourage additional responses within the City for similar programs.

Commissioner Chin suggested the possibile use of the North Beach/Chinatown Park and Ride.

Resolution to Seek Supplemental Appropriations to Fund Re-Classification of Position

The Director reported on the need to upgrade the Department's vacant accountant's position. He spoke of the increase in responsibilities of the new Department and stressed the need for re-classification as soon as possible.

On motion of Commissioner Chin, seconded by Commissioner Melara, the Resolution was adopted.

VOTE: Ayes: Members Chin, Grosboll, Melara, Quaranta, Singh.

Resolution to Enable Initiation of Traffic/Transportation Planning and Analysis Work

The Director described the Resolution for supplemental appropriation that will authorize the initiation of traffic/transportation planning and analysis work. This was previously a responsibility of the Department of City Planning and was funded through a grant from the Urban Mass Transit Administration. The Director stressed the importance of maintaining the capability to plan and analyze traffic and transportation matters.

On motion of Commissioner Quaranta, seconded by Commissioner Chin, the Resolution was adopted.

VOTE: Ayes: Members Chin, Grosboll, Melara, Quaranta, Singh.

Review of Monthly Parking

Director reported on monthly parking policies at various city-operated facilities. He discussed the need to determine the necessary reduction, elimination or expansion of monthly parking at these facilities while maintaining conformance with the City's policy of "transit first."

Commissioner Grosboll asked who was responsible for setting monthly rates at parking facilities. The Director replied that rates are submitted to the Commission by the various operators with final approval by the Board of Superivors.

Commissioner Grosboll asked for an explanation of the necessity of monthly parking. At the Director's request, the Assistant Director responded that in many cases garages use monthly parking to pay debt services and to raise money for expansion. Monthly parking is utilized when there are several vacant spaces available and transient parking is not impacted.

Commissioner Grosboll inquired about the periodic review of garages. The Assistant Director responded that garages submit monthly reports for review and staff visits are made periodically.

Commissioner Grosboll asked if parking fees are set at market rate or discounted for the City. The Assistant Director stated that, with the exception of Japan Center, fees are set at market rate.

Commissioner Chin inquired about the rates at the Japan Center Garage and asked for an explanation of the 300 stalls allocated to the Kaiser Hospital employees. The Assistant Director asked Richard Dole, Japan Center Garages, to brief the Commissioners on the Japan Center Garage.

Mr. Dole gave a history of the Japan Center and the Fillmore Garages. He explained the preferential rate for the Fillmore Street Merchants was instituted seven years ago at the merchants request and needs to be reviewed along with the low individual rates. He also explained that Kaiser employee spaces are not reserved spaces and normally usage is 60% thereby not impacting transient parking.

Commissioner Chin asked if monthly parking at the Garage is for an 8 hour day or a 24 hour day. Mr. Dole responded an 8 hour day with transient parking after 5pm.

The Chairman asked if a reduction of Kaiser spaces was needed. The Assistant Director stated that the Kaiser monthly parking aided in maximizing the needed Garage income.

The Commissioners agreed that it would be helpful in the future to have other garage operators speak before the Commission.

BART North Bay Proposal

David Pilpel, representing the Geary Streetcar Citizen's Committee and the North Bay Transit Committee, spoke to the Commission. He gave a description of the proposed Light Rail on Geary Street in San Francisco and asked the Commission to hold action on BART's North Bay Proposal until the impact on the Light Rail system has been considered.

The Chairman asked if the Geary Street merchants were in agreement with Light Rail system. Mr. Pilpel responsed that there was both dissent and support.

The Chairman suggested the Mr. Pilpel contact the President of the Geary Street Merchants Association.

Meeting recessed at 2:58pm and reconvened at 3:05pm.

Michael Bernick, member of BART Board of the Directors, spoke to the Commission giving a brief background on BART's plans for the expansion to the North Bay. He spoke of two routes that are presently being considered -- one from the Embaracadero Station to Sonoma with stops in San Francisco crossing into Marin via an underground tube, and the other down Geary Street across the Golden Gate Bridge to Marin.

Commissioner Melara asked for information on the timeline of the project. Mr. Bernick replied that if construction began today, it would be completed around the year 2010.

Commissioner Chin asked Mr. Pilpel to if there is conflict between the Geary Light Rail and BART. Mr. Pilpel stated that the Geary Streetcar Citizens Committee is not opposed to a Marin BART extension but are concerned that the projects be kept separate since the markets are separate and distinct. He stated his belief that BART to Marin would not be geared for ridership in San Francisco.

Commissioner Chin asked about the timeline for the Geary Light Rail. Mr. Pilpel replied it would take five to six years to complete.

Commissioner Melara encourage the organizations to look at joint projects.

Commissioner Chin asked if BART and MUNI could share the rails. Mr. Pilpel stated that BART's gauge is not standard but larger; therefore, MUNI could not share BART's rails.

ADJOURNMENT

The meeting was adjourned at 3:26pm.

RECONVENE

SPECIAL MEETING OF THE PARKING AUTHORITY

The Chairman called the Special Meeting of the San Francisco Parking Authority to order at 3:27pm and requested the roll to be called.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF MINUTES

On motion Commissioner Quaranta, seconded by Commission Grosboll, the minutes of the September 5, 1989 Special Meeting of the Parking Authority were adopted.

VOTE: Ayes - Members Chin, Grosboll, Quaranta, Singh.
Abstain - Member Melara.

PUBLIC COMMENT

There were no public comments.

CITY ATTORNEY REPORT

The City Attorney announced that following regular business of the meeting, the Commission and staff will go into Executive Session to discuss the issue of eminent domain as provided in Code Section 54,956.9c.

NEW BUSINESS

Resolution Adopting Negative Declaration and Findings Related to Planning Code Section 101.1 Regarding Assessor's Block 635, Lots 9A

The Director gave a brief history of of 2450-2470 California Street and recommended the Commission adopt the Resolution.

On motion of Commissioner Melara, seconded by Commissioner Chin, the Resolution was adopted.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Singh.

Resolution to Hold Hearing of Necessity Regarding Acquisition of Assessor's Block 635, Lots 9 and 9A

The Director stressed the need for and staff recommendation of holding of a Hearing of Necessity.

On motion of Commissioner Melara, seconded by Commissioner Grosboll, the Resolution was adopted.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Singh.

The public hearing was closed 3:43pm.

The Chairman called the Executive Session to order at 3:47pm.

EXECUTIVE SESSION

ADJOURNMENT

Thereupon the meeting was adjourned at 4:22pm.

Respectfully submitted,

Phil Chin
Director

# PARKING AND TRAFFIC COMMISSION

October 6, 1989

The Agenda and Minutes of this meeting are missing.

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25 VAN NESS AVENUE SUITE 410
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ART AGNOS, Mayor

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NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, October 17, 1989
1:30pm

Room 282, City Hall
San Francisco, CA 94102

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AGENDA

1. Roll Call

2. Adoption of Minutes

   Special Meeting of the San Francisco Parking and Traffic Commission held on October 6, 1989

3. Director's Report

4. Commissioners' Questions and Matters

5. City Attorney's Report

6. Status Report on Department of Parking and Traffic

7. Public Comment

8. New Business

   a. Approval of a Rent Credit for Golden Gateway Garage

9. Executive Session

   To consider appointment of a new Director.

10. Adjournment

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PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

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7/89

# MEETING REPORT
## REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, October 17, 1989
1:30pm
Room 282, City Hall
San Francisco, California 94102

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PRESENT:

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Arnold Chin
Dick Grosboll
Sonia Melara

Staff: Phil Chin, Acting Director
Kevin M. Hagerty, Assistant Director
Julian Hultgren, Deputy City Attorney
Renee Faison, Recording Secretary

Guests:

Richard O. Guynn, Sutter-Stockton Garage
Russell W. Presting, S.E. Onorato Garages
Larry Florin, Mayor's Office

The Chairman called the meeting to order at 1:35pm and requested the roll be called.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF MINUTES

The Director recommended no action be taken on the October 6 Minutes that were submitted late due to the length of and details involved in the meeting. The members concurred.

DIRECTOR'S REPORT

The Director had no items to report.

COMMISSIONERS' QUESTIONS AND MATTERS

Commissioner Quaranta inquired about the discontinuance of Commission neighborhood meetings. The Director responded that a policy had been adopted, upon advice of the City Attorney's office and as prescribed by the Charter, to hold regular meetings on a set day and in a specific place; therefore, the neighborhood meetings were discontinued. The Director noted that the City Attorney's office has been reviewing Ordinances with reference to holding meetings outside of regularly scheduled meeting places. The City Attorney stated that he will review the legality of holding special meetings in neighborhood locations.

Commissioner Quaranta emphasized his desire to reinstitute the neighborhood Commission meetings.

Commissioner Melara proposed one meeting a month be held as a regular meeting and one meeting be held as a special neighborhood meeting. The Director warned that a change in meeting schedules would mean a change in the By Laws. The City Attorney advised that special meetings are not a part of the By Laws and, therefore, would not change the By Laws; however, he noted, a change in frequency of regular meetings would mean the necessary change of the By Laws.

Commissioner Grosboll noted his approval of the concept of neighborhood meetings and asked if the staff would recommend possible sites. The Director responded that a listing of districts had been prepared previously in which meeting location priorities had been given to those areas identified by the Neighborhood Parking Plan as having the most acute parking problems. He suggested the use of this listing in locating sites.

Commissioner Chin expressed his approval of the concept of the neighborhood Commission meetings and agreed with the idea of one regular meeting and one special neighborhood meeting per month. He stressed the necessity for input of information from and establishing a dialogue with residents of the City. He suggested that the neighborhood meetings could focus exclusively on the particular neighborhoods parking needs and the regularly scheduled meetings could focus on the usual order of business.

The Chairman requested that the Director review this issue and report to the Commission at the next meeting.

* * * *

Commssioner Grosboll inquired about the lack of public notification of advisory committee meetings and asked if it would be appropriate to include a listing of pending advisory committee meetings in the Commission's Meeting Notice. The Director responded that public notification of committee meetings could possibly be done on a case by case basis. However, he emphasized that meetings will be held for each project and that, before public notification is made, factors should be considered such as timing, purpose and function of the meeting, and if public attendance would contribute to the objectives of the meeting.

City Attorney reminded the Commission that advisory committees are groups selected by the Director for the Director's advice and counsel. He noted that the Director has the sole right to elect how the meetings will be conducted and what type of notice, if any, will be given. He added that the Commission has the right to request the Director's consideration of certain kinds of notices but cannot dictate how these meetings are held.

CITY ATTORNEY'S REPORT

City Attorney announced the meeting's Executive Session and described the session's purpose of interviewing two candidates for the position of Director of the Parking and Traffic Commission. He noted that any action taken during the Executive Session will be announced at the next meeting of the Commission.

PUBLIC COMMENTS

There were no public comments.

NEW BUSINESS

Approval of a Rent Credit for Golden Gateway Garage

The Director suggested the continuance of this item to allow for Commission review of forthcoming materials. The members concurred.

EXECUTIVE SESSION

The Chairman announced the Executive Session and stated that it is closed to the public. The City Attorney informed the public that following the Executive Session, the Commission will reinstitute its regular meeting for the purpose of any additional business and adjournment.

Meeting recessed at 1:50pm for Executive Session.

ADJOURNMENT

Thereupon the meeting was adjourned at 4:50pm

Respectfully submitted,

Phil Chin
Acting Director

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

NOTICE

SPECIAL MEETING OF THE PARKING AND TRAFFIC COMMISSION

Monday, October 23, 1989
2:30pm

450 McAllister, Room 605
San Francisco, CA 94102

AGENDA

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1. Roll Call

2. Director's Report

   Condition of City Parking Garages

3. Public Comment

4. Adjournment

# PARKING AND TRAFFIC COMMISSION

October 23, 1989

The Minutes of this meeting are missing.

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ART AGNOS, Mayor

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NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, November 7, 1989
1:30pm

Room 282, City Hall
San Francisco, CA 94102

AGENDA

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1. Roll Call

2. Adoption of Minutes

Special Meetings of the Parking and Traffic Commission held on October 6, and October 23, 1989; and
Regular Meeting of the San Francisco Parking and Traffic Commission held on October 17, 1989

3. Director's Report

4. Commissioners' Questions and Matters

5. City Attorney's Report

6. Status Report on Department of Parking and Traffic

7. Public Comment

8. New Business

a. Resolution Authorizing the Parking and Traffic Commission to become a Member of the Institutional and Municipal Parking Congress (IMPC) and California Public Parking Association (CPPA)
b. Approval of a Rent Credit for Golden Gateway Garage
c. Review of a Concentrated Parking Enforcement Strategy
d. Consideration of New Director's Compensation Issues

9. Adjournment

RECONVENE
SPECIAL MEETING OF THE PARKING AUTHORITY

1. Roll Call

2. Adoption of Minutes

Special Meeting of the San Francisco Parking Authority Held on October 6, 1989

3. Public Comment

4. New Business

a. Resolution Authorizing an Agent of the Parking Authority to Serve in Filing Claim for Reimbursement of Costs Related to the Earthquake

5. Adjournment

PARKING AUTHORITY
OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

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MEETING REPORT

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, November 7, 1989
1:30pm
Room 282, City Hall
San Francisco, California 94102

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PRESENT:

| | |
|---|---|
| Commissioners: | Darshan Singh, Chairman |
| | Angelo Quaranta, Vice Chairman |
| | Arnold Chin |
| | Sonia Melara |
| | Dick Grosboll |
| Staff: | Phil Chin, Acting Director |
| | Kevin M. Hagerty, Assistant Director |
| | Julian Hultgren, Deputy City Attorney |
| | Renee Faison, Recording Secretary |
| Guests: | Jonathan Weber, System Parking |
| | Gordon Esposto, City Park |
| | Marvin Marx, Metro Park |
| | Jamie Dyos, Soiree Valet |
| | Richard O. Guynn, Sutter-Stockton Garage |
| | Jerry Robbins, City Planning Department |
| | Richard Dole, Ellis-O'Farrell Garage |
| | Russ Presting, S.F. Onorato Garages |
| | Norman Rolfe, S.F. Tomorrow |
| | Larry Florin, Mayor's Office |

The Chairman called the meeting to order at 1:40pm.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF MINUTES

On motion of Commission Quaranta, seconded by Commissioner Melara, the Minutes of the October 6, October 17 and October 23 were adopted as drafted.

October 6, 1989 Minutes
VOTE: AYES - Members Chin, Melara, Quaranta, Singh

October 17, 1989 Minutes
VOTE: AYES - Members Chin, Melara, Quaranta, Singh

October 23, 1989 Minutes
VOTE: AYES - Members Melara, Quaranta, Singh
ABSTAIN - Member Chin

DIRECTOR'S REPORT

The Director reported to the Commission as follows:

Earthquake Update

Subsequent to the earthquake damage report presented at the October 23rd Special Meeting of the Parking and Traffic Commission (PTC), additional earthquake-related damage has been discovered at the Ellis/O'Farrell Garage inside a structural member within one of the ground floor commercial spaces. Measures have been taken to secure the structure. Other City facilities have reported additional minor damages.

Notices of Interest for Federal disaster assistance and Project Applications for Federal Assistance have been filed with FEMA and the State Offices of Emergency Assistance for garages within the Parking Authority's jurisdiction -- Performing Arts, Lombard and Moscone Garages. Forms have also been filed for facilities that are under the jurisdiction of the Recreation and Parks Department -- Portsmouth & Civic Center Garages -- as well as for nonprofits including Sutter-Stockton, Japan Center, Ellis-O'Farrell and Fifth & Mission Garages. Staff of the Parking Authority are working with the Department of Public Works (DPW) to ensure that all facilities are inspected and the proper paper work is completed.

Several complaints have been received from the public concerning incidents immediately following the October 17 earthquake in which patrons of City-owned garages feared for their safety while waiting in long lines to exit garages. Staff of the Parking Authority has conveyed to all operators that their staff should use common sense and sensitivity during emergency situations to avoid endangering the public. Staff has also requested written emergency response plans to be submitted by each garage no later than November 22. These plans will be used to develop a uniform and consistent emergency policy.

California/Steiner Update

At the recommendation of the Deputy City Attorney handling the California/Steiner case, Andrew Schwartz, the PTC has requested the release of $2.6 million from the Finance Committee to be deposited with the Court as legal action is initiated on the California/Steiner case.

In consideration of requests by many of the speakers at the October 6 Hearing of Necessity regarding possible housing at the California/Steiner garage site, staff has communicated with the Mayor's Office of Housing. Also, this matter will be discussed with non-profit corporations that are working with the City.

Polk/Bush

The Polk/Bush Garage Project Advisory Committee has met with the Design Team, Gordon Chong and Associates, and made the following suggestions:

- Avoid entrances and exits on Polk Street because of the sensitive nature of the traffic flow on that Street;
- Minimize queuing of automobiles attempting entry on the streets;
- Promote safety & sanitation and discourage vandalism by making the facility easily visible from the outside;
- Include ground level commercial space on the site to promote activity and public scrutiny;
- Have an attendant staff the facility; and
- Keep entry/exit together for ease of surveillance.

* * * * *

The Chairman inquired about the length of time it has taken prior to construction. The Director explained that the design timeline had been revised to allow for the review and comment by the Project Advisory Committee and review by City agencies that process permits and review plans.

The Chairman requested a briefing at the next Commission meeting by a representative from the Design Team.

* * * * *

Selection of Financial Advisor and Bond Counsel

On October 13 a Screening Panel working with the Staff of the Parking Authority interviewed a number of candidates for the position of Financial Advisor and Bond Counsel. The Panel prioritized the firms according to certain qualities and characterists. The results of that meeting have been sent to the Human Rights Commission and is pending their application of

preference points for local minority, women and local business participation. Once final rankings are received, the Commission will be notified and contract discussions with the chosen firms will begin.

1266 Ninth Avenue

In response to a letter and petition sent to the Commission suggesting the acquisition of 1266 Ninth Avenue, staff has contacted the City's Department of Real Estate and requested evaluation of the site. That evaluation has begun. The site is approximately 12,000 square feet and the asking price is $2.8 million (approximately $200 per square foot). In keeping with the City's priority in developing affordable housing, staff has notified Mayor's Office of Housing and non-profits regarding housing possibilities.

San Francisco Police Department Senior Parking Control Officers

The San Francisco Police Department is in the process of hiring and training the new class of Senior Parking Control Officers (SPCO). Staff has contacted the head of the Traffic Division, Commander Lennon, and have scheduled a meeting for November 13 to discuss the possibility of PTC's involvement in the training process.

Monthly Parking Issue

The Director suggested the possibility of the Commission holding a special hearing on monthly parking thereby giving individuals an opportunity to speak to the issue and the Commission an opportunity to consider various concerns before setting a definitive policy on monthly parking.

* * * * *

On the subject of monthly parking, the Chairman inquired about the possibility of obtaining a list of the monthly parking patrons at the various City parking facilities. The Director responded that staff will contact garage operators in an effort to get this information.

* * * * *

On the subject of SPCOs, the Chairman asked if it would be possible to receive reports from the Police Department. The Director answered that it may be possible, however, it should be noted that the PTC has no authority over the SPCOs at this time and discussions have been isolated to the training process.

COMMISSIONERS'S QUESTIONS AND MATTERS

Commissioner Melara noted her receipt of the Brown Act paper provided by the PA staff and asked if it was sent in response to the Commission's request for neighborhood meetings. The Director responded that it was provided to PA staff by the City Attorney's Office and in turn PA staff provided it to the Commission.

The City Attorney then spoke in response to the Commission's request for information on the possibility of neighborhood meetings. He stated that neighborhood meetings cannot be held by the Commission because the City Charter specifies that each Board or Commission shall hold regular meetings on a fixed time and place. The Administrative Code further specifies that special meetings can be held but each must be held at the regular meeting place of the Board or Commission except in the cases of emergencies. In June, the City Attorney's office prepared an amendment to that Administrative Code section that would add the following:

> "...the Board or Commission may designate an alternate meeting place provided that such alternate location is specified in the call and notice of the special meeting."

If this amendment is passed, it would be possible for the PTC to schedule special meetings within neighborhoods. The Deputy City Attorney stated that he understands that proposed amendment is waiting for the Mayor's signature. The City Attorney's Office will follow-up on this matter in approximately one week.

The City Attorney noted it would be appropriate for ask the Director to send a letter to the Mayor's Office indicating interest in approving the amendment.

* * * * *

Commissioner Grosboll joined the meeting at 2:05pm.

* * * * *

The Chairman and Commissioner Melara both suggested that this item be placed on the next agenda if the matter has not been taken care of by the next meeting of the Commission.

The Chairman noted that in the past the PA was able to hold neighborhood meetings and asked how this was possible. The Director responded that the PA is not govered by certain City ordinances and, therefore, in some cases can hold neighborhood meetings. However, most of the functions of the PA are now under the jurisdiction of the PTC.

Commissioner Quaranta asked the City Attorney if it would be possible for the PA to hold neighborhood meetings. The City Attorney responded that neighborhood meetings would be possible for the PA but he stressed the limited jurisdiction of the PA.

Commission Quaranta suggested the Commission wait for a response from the Mayor's Office.

* * * * *

The Chairman noted that he had received a letter from Sue C. Hester, Attorney at Law, regarding an occurrence at the Ellis-O'Farrell Garage immediately following the October 17 Earthquake whereby hundreds of patrons were delayed in leaving the Garage while the operator collected fees and asked if the Garage has been contacted. The Director asked Richard Dole, representative for the Ellis-O'Farrell Garage, to speak and noted that the incident not only occurred at the Ellis-O'Farrell Garage, but at several garages.

Richard Dole stated that the manager was on vacation and the attendant did not use good judgment. The matter has been corrected by the Director's communications.

City Attorney informed the Commission that leases for City-owned parking facilities generally require the operator to receive payment for every car that uses the facility. The lease makes no provision for emergency situations.

The Chairman stated that it is important that each operator have emergency instructions. The Director stated that a comprehensive emergency plan will be developed once all the of the emergency reports are received from the parking facilities.

* * * * *

The Chairman stated that he has received a letter from Harold M. Hoogasian, President of the Marina Merchants Association, requesting: (1) a larger banner announcing the Lombard Garage; (2) the use of a shuttle bus from the Lombard Garage to the shopping district; and (3) the initiation of a parking validation system for the holidays. The Chairman asked the Director to look into this matter.

* * * * *

Commissioner Chin commended the Director on taking action concerning emergency plans for parking facilities and suggested the SPCOs and the Department of Electricity-Traffic Light Division also develop viable emergency plans.

* * * * *

Commissioner Grosboll questioned the possibility of addressing all of Mr. Hoogasian requests. The Director acknowledged that it is impossible to respond to every request that is received but noted that staff will help merchants and to the extent that it is possible and that Mr. Hoogasian's requests will be looked into.

* * * * *

Commissioner Chin suggested the possibility of providing interim parking on a monthly basis to those individuals in the Marina District who were left homeless as a result of the earthquake. The Director stated that this matter had been looked into by staff and the consensus of the various groups working with earthquake victims was that parking is a low priority and will remain a low priority until such time that quake victims are receiving other basic assistance. The Director will continue to explore the issue.

CITY ATTORNEY'S REPORT

The City Attorney had nothing further to report.

STATUS REPORT ON DEPARTMENT OF PARKING AND TRAFFIC

During the Executive Session held on October 17, two candidates for the position of Executive Director were interviewed. After the interviews were completed, a motion was adopted to offer the position to Rina Cutler. The Chairman introduced Larry Florin of the Mayor's Office and asked him to brief the Commission on the compensation discussions with Ms. Cutler.

Larry Florin described Ms. Cutler's compensation package and stated the Executive Director salary, as established by the Civil Service Commission (CSC), will be $89,960.00. Also, two weeks vacation and sick leave per year will be provided as established by the Administrative Code. In addition, Ms. Cutlter has made requests for moving expenses, an automobile and an executive assistant to assist her.

Mr. Florin briefed the Commission on Ms. Cutler's requests as follows:

Moving Expenses - These expenses, in the amount of $5,000, are not currently provided for in the PTC or PA budget. A supplemental compensation package request could be presented to the Board of Supervisors but approval is unlikely. Private means for funding moving expenses can be explored.

Automobile - Ms. Cutler is of the opinion that an automobile is necessary in order to properly perform the functions of PTC Executive Director. The Commission can include this in the 1990-91 budget or go through a supplemental process before the Board of Supervisors.

Executive Assistant Position - Ms. Cutler would like an assistant to aid in administrative chores. At this time, this position does not exist; however, it can be established at part of the 1990-91 budget. In the interim, the possibility of a loan of services from another Department can be explored.

* * * * *

Commissioner Melara inquired about the total amount of Ms. Cutler's requests. Mr. Florin stated that the automobile would cost between $10,000 or $12,000, the Executive Assistant Position would be classified at 1823 with a salary of $42,000 plus 20% in fringes, and the moving expenses would be $15,000.

Commissioner Chin stated that there are presently competent persons on staff to assist the Executive Director and suggested that the Director work with the existing staff before determining the need for an assistant. Commissioner Grosboll agreed with Commissioner Chin.

Commissioner Melara asked for a description of the Executive Assistant position. Mr. Florin stated that the position would be at the anaylst level.

Commissioner Melara made a motion instructing Mr. Florin to inform Ms. Cutler that the Commission will consider including the automobile and an executive assistant position pending a justification from Ms. Cutler once she is in the Director's position. The motion was seconded by Commission Chin.

Commissioners Grosboll noted his opposition to an automobile for the Director and stated that rented cars could be used on occasions were an automobile was absolutely necessary.

Commission Chin also noted his opposition to the an automobile for the Director and added that it would not be in keeping with the policy of reducing traffic within the City.

Commission Melara noted that the motion does not make a firm commitment but indicates the Commission's open mindedness to subsequent requests.

VOTE: AYES - Members Chin and Melara
NOES - Members Grosboll, Quaranta and Singh.

Commissioner Grosboll made a counter motion instructing Mr. Florin to inform Ms. Cutler that the Commission will consider including an executive assistant position pending a justification from Ms. Cutler once she is in the Director's position. The motion was seconded by Commissioner Quaranta.

VOTE: AYES - Members Grosboll, Melara and Quaranta
NOES - Members Chin and Singh.

Commissioner Melara made a motion that the Commission will consider a car, car expense allowance or other mode of transportation once Ms. Cutler is in the Director's position and has presented the Commission with a proposal stating how this will assist her in the performance of her job. The motion was seconded by Commissioner Chin.

Commissioner Grosboll asked the Director how automobile expenses have been charged in the past. The Director stated that he uses a fast pass on most occasions but approximately $1,000 is budgeted for mileage and fees when a privately owned vehicle is used for official business.

VOTE: AYES - Members Chin, Grosboll, Melara, Quaranta and Singh.

On the subject of moving expenses from private sources, Commissioner Melara noted that she has spoke with the Chamber of Commerce and the initial response was not favorable. The Chamber of Commerce is, however looking into the matter and Commissioner Melara will continue to pursue the issue.

City Attorney advised that it would be appropriate for a motion to authorize payment of moving expenses by an outside group to show that the Commission has no objection or intent to create a conflict of interest in this matter.

Commissioner Grosboll stated that he would prefer not to address the issue.

Commissioner Melara commented that it is the Commission's responsibility to locate reimbursement for moving expenses and, in her opinion, the action is needed.

The Chairman noted that in the past, the City has not paid for moving expenses. Mr. Florin commented that moving expenses have never been paid by the City; however, air fare has been paid and contributions have been solicited from private organizations such as the Chamber of Commerce. Mr. Florin stated that it is not inappropriate for the PTC to solicit funds.

Commissioner Melara made a motion that the Commission will pursue private funding sources to pay for moving expense compensation for Ms. Cutler in the amount of $5,000. The motion was seconded by Commissioner Chin.

City Attorney noted the appropriateness of the motion and stated that private funds for moving expenses will be considered a gift to the City made through the Commission and will require disclosure.

Commissioner Chin stated his approval for seeking private funding sources to pay for moving expenses in light of the fiscal situation of the City and the earthquake that has been suffered.

Commissioner Quaranta noted his preference for approaching the Board of Supervisors for funding.

Commissioner Chin amended Commissioner Melara's motion stating that if the Commission is unable to secure the $5,000 from a private sources, the Commission then authorizes the submission of a supplemental budget request to the Board of Supervisors through the Finance Committee. Commissioner Melara seconded the motion.

AMENDMENT

VOTE: AYES: Members Chin, Melara, Quaranta, Singh
NOES: Member Grosboll

MOTION

VOTE AYES: Members Chin, Melara and Quaranta
NOES: Members Grosboll and Singh

The Commission recessed at 3:10pm and reconvened at 3:20pm.

PUBLIC COMMENTS

The Chairman invited members of the public to speak before the Commission.

Norman Rolfe, S.F. Tomorrow, urged the Commission not to adopt a monthly parking policy for the Lombard Street Garage and stated that it will encourage driving; he suggested that street cleaning in that area could be suspended since parking has not been a problem following the Earthquake; he noted the discontinuance of the #30 Bus in the Marina district and the resulting effects on the merchants of that area and suggested

the Commission speak to the proper authorities concerning the #30 bus line.

NEW BUSINESS

RESOLUTION NO. 13 - Resolution Authorizing the Parking and Traffic Commission to Become a Member of the Institutional and Municipal Parking Congress (IMPC) and California Public Parking Association (CPPA)

The Director gave a brief background on the Resolution noting that the matter has been approved in the past by the Budget Analyst.

On motion of Commissioner Melara, seconded by Commissioner Quaranta, Resolution No. 13 was adopted as drafted.

VOTE: AYES - Members Chin, Grosboll, Melara, Quaranta and Singh.

RESOLUTION NO. 14 - Approval of a Rent Credit for Golden Gateway Garage

The Director described the Resolution stating that the operator of the Golden Gateway Garage undertook efforts to remove toxic waste from the Garage and the resolution will provide reimbursement to the operator for this additional and unanticipated cost.

Commissioner Grosboll asked where the toxic came from and how long it had it been at the Garage. The Assistant Director responded that Golden Gate Garage was required to remove the existing pumps, tanks and piping as a part of their lease agreement in 1986. Soil testing was done and the City approved the filling of tanks in place. 2,500 gallons of liquid was discovered in the tank and after investigation it was found to be a toxic material. Initially, there was no lock placed on the tank and it is believed that the toxic was dumped during evening hours.

On motion on Commissioner Chin, seconded by Commissioner Melara, the Resolution No. 14 was adopted as drafted.

VOTE: AYES - Members Chin, Grosboll, Melara, Quaranta, Singh.

Review of Concentrated Parking Enforcement Statregy

The Director asked Jerry Robbins, Department of City Planning's Project Manager for the Transit Preferential Streets Program, to share a short video and comments on the subject of traffic and parking enforcement on transit preferential streets.

Jerry Robbins briefed the Commission on the Transit Preferential Streets Program and showed a video that summarized those efforts. The video provided several examples of the impact of effective parking enforcement on traffic congestion and traffic flow.

Commissioner Melara suggested showing the video on educational TV or on commercial television in 60 second segments.

Commissioner Grosboll asked in what ways the video will be used. Mr. Robbins stated that it has been shown to several committees, traffic controllers and are looking into ideas for distribution. Commissioner Grosboll suggested that Mr. Robbins contract the Media Affairs Directors of each of the four networks concerning a possible public service announcement on parking and traffic matters for the City.

Commissioner Chin suggested that the video be sent to the traffic schools.

Commissioner Grosboll asked if the transit preferential streets project was still active. Mr. Robbins explained that funds for this project were provided through a grant and those funds have been depleted, therefore, only limited time is spent on the project. The Director explained that the PTC has requested a supplemental appropriation, pending the Mayor's approval, that will allow Mr. Robbins the opportunity to work with the PTC on similar projects.

ADJOURMENT

Meeting adjourned at 3:56pm and reconvened as Parking Authority.

SPECIAL MEETING OF THE PARKING AUTHORITY

ROLL CALL

Roll call indicated quorum present.

ADOPTION OF MINUTES

On motion of Commission Melara, seconded by Commissioner Grosboll, the minutes of the October 6, 1989 minutes of the Special meeting of the San Francisco Parking Authority were adopted.

VOTE: AYES - Members Chin, Grosboll, Melara, Quaranta, Singh

PUBLIC COMMENTS

There were no comments.

NEW BUSINESS

RESOLUTION NO. 1132 - Resolution Authorizing an Agent of the Parking Authority to Serve in Filing Claim for Reimbursement of Costs Related to the Earthquake

The Director provided the Commission with background on the Resolution stating that this will fulfill a requirement of the Federal Emergency Management Agency and the State's Office of Emergency Services.

The Chairman asked if additional claims will be filed. The Director responded that there will undoubtedly be additional claims but noted that PA garages tend to be minor but will amount to some cost.

On motion of Commission Chin, seconded by Commission Melara, Resolution No. 1132 was adopted as drafted.

VOTE: AYES - Members Chin, Grosboll Melara, Quaranta, Singh

ADJOURNMENT

Thereupon the meeting was adjourned at 4:00pm

Respectfully submitted,

Phil Chin
Director

PARKING AUTHORITY

OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

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NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, November 21, 1989
1:30pm

Room 282, City Hall
San Francisco, CA 94102

AGENDA

1. Roll Call

2. Adoption of Minutes

   Regular Meeting of the San Francisco Parking and Traffic Commission held on November 7, 1989

3. Director's Report

4. Commissioners' Questions and Matters

5. City Attorney's Report

6. Status Report on Department of Parking and Traffic

7. Public Comment

8. Unfinished Business
   a. Amendment to Gordon Chong's Contract Regarding Hiring of Parking Consultant and Soil Consultant
   b. Parking at Lombard Street Garage for Earthquake Victims
   c. Reports on Monthly Parking at City-owned Garages

9. New Business
   a. Change of Hours at Lombard Street Garage and Provision to Close Garage for Thanksgiving and Christmas Holiday
   b. Status Report by Polk/Bush Design Team Representative
   c. Temporary Closure of Exits at Golden Gateway Garage

10. Adjournment

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RECONVENE
SPECIAL MEETING OF THE PARKING AUTHORITY

1. Roll Call

2. Adoption of Minutes

Special Meeting of the San Francisco Parking Authority held on November 7, 1989

3. Public Comment

4. New Business

a. Parking Fund Fourth Quarter Report

5. Adjournment

PARKING AUTHORITY
OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

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# MEETING REPORT

## REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, November 21, 1989
1:30pm
Room 282, City Hall
San Francisco, California 94102

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**PRESENT:**

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Arnold Chin
Sonia Melara
Dick Grosboll

Staff: Phil Chin, Acting Director
Kevin M. Hagerty, Assistant Director
Julian Hultgren, Deputy City Attorney
Renee Faison, Recording Secretary

Guests: Jonathan Weber, System Parking
Russ Presting, S.F. Onorato Garages
Richard O. Guynn, Sutter-Stockton Garage
Tim Leonoudakis, Golden Gate Parking
Norman Rolfe, S.F. Tomorrow
Herman Elins, Five Star Parking

The Chairman called the meeting to order at 1:35pm.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF MINUTES

On motion of Commission Quaranta, seconded by Commissioner Chin, the Minutes of the November 7, 1989 Regular Meeting of the Parking and Traffic Commission (PTC) were adopted as drafted.

VOTE: AYES - Members Chin, Grosboll, Melara, Quaranta and Singh

DIRECTOR'S REPORT

The Director reported to the Commission as follows:

Earthquake Update

Surveys by engineers have been completed on all non-profit and City-owned garages to determine the extent of earthquake damage. St. Mary's and Ellis-O'Farrell Garages have suffered extensive damage and preparation for FEMA surveys have begun on those garages to establish a reimbursement rate.

City-owned garages have also suffered significant post-earthquake revenue loss. A staff survey has determined a drop in patronage and revenue at facilities varying from 40-72 percent during the week following the earthquake. However, facilities are slowly moving in a trend toward recovery. A few garage operators have requested adjustments. Staff is looking into the possibility of adjustments but the bulk of the losses will already be absorbed by the City.

California/Steiner Update

Staff has contacted the Board of Supervisors regarding the release of funds allocated for California/Steiner that are presently being held in reserve. The City Attorney's office is prepared to go to Court and the release of funds is calendared for the Finance Committee hearing on November 29.

Polk and Bush Update

The Project Advisory Committee held its second meeting on November 20. It was decided that a dual exit/entry design scheme would maximize parking spaces and a prepayment arrangement would facilitate garage security. Other issues discussed included keeping the design of the garage compatible with the context of neighboring architecture and focusing on easy accessible entryways.

The Design Team will hold a public meeting on the evening of December 12 in order to elicit community sentiments.

SFPD Interface

The Director met with Commander Lennon of the San Francisco Police Deparment on November 20. It was agreed at the meeting that the PTC would be involved in the training of the Senior Parking Control Officers (SPCO). The concept of SPCOs developing the capability to conduct beat analysis as a part of their responsibilities was discussed and agreed upon. Approval of the concept is needed by Police Department Chief Jordan and Deputy Mayor Gayle Orr-Smith.

The Director has contacted the New United Motor Manufacturing Inc. (NUMMI), a Toyota and General Motor's joint venture in Fremont, regarding a meeting with staff and representatives of the Parking Control Officers. NUMMI has developed innovative, cooperative work standards and staff feels this meeting will be useful for developing cooperative approaches to management.

Garage Expansion Update

5th & Mission and Ellis/O'Farrell Garages are scheduled for major expansion projects. Both garages have experienced delays in the planning process. However, many of the problems have been resolved and the projects are moving forward.

Delays at the 5th and Mission Garage involved such issues as air quality tests, childcare and open space. Staff has met with the Planning Department, Redevelopment Agency and Chief Administrator's Office in an effort to resolve the problems.

Ellis-O'Farrell delays also involved similar issues of open space. Because of the extensive earthquake damage to the garage, structural engineers have encouraged proceeding as soon as possible with the expansion plans that will include bracing and reinforcement of structural members.

Meeting Ordiance

The Mayor's office is going forward with the legislation concerning Commission meetings held outside of regular meeting places and the matter will be heard by the Board of Supervisors.

Future Items To Come Before Commission

December 5th is the anniversary date for the Parking and Traffic Commission. On that date terms of office on the Commission will expire and an election of officers should be held on or shortly after that date.

*

The Recreation and Park Department has requested PTC adoption of a resolution reserving six permanent parking spaces at the Portsmouth Square Garage for an affordable housing development located adjacent to the Garage -- the Pan Magna Plaza Housing Project. The six additional parking spaces have been requested by the Mayor's Office of Housing. Adoption of the resolution is needed because the PTC will manage the Garage in the future. The matter will be placed on the agenda for the next PTC meeting.

*

The issue of expansion of the Civic Center Garage will be discussed at a future meeting. This expansion is integral to the building of the new library and renovation of the present library for the Asian Art Museum.

* * * * *

Regarding the 5th & Mission and Ellis-O'Farrell Garage expansion the following questions were asked:

Commissioner Grosboll inquired if the garage expansion issue had come before the Commission for approval in the past? The Assistant Director answered that the planning for the expansions had previously been approved.

Commissioner Grosboll asked if Commission approval is needed in order for the expansion to proceed and, if so, would bonds have to be sold to fund the expansion? The Assistant Director answered yes to both questions.

Commissoner Grosboll asked for specifications on the expansion. The Assistant Director answered that the 5th & Mission Garage will add two floor to its structure and the Ellis-O'Farrell Garage will add two and one-half floors to its structure.

Commissioner Grosboll asked if there were plans to replace existing businesses. The Assistant Director answered no.

*

Commissioner Chin left the meeting at 1:58pm.

*

Commissioner Grosboll asked at what stage the Garages would come back to the Commission for a vote. The Director stated that the Garages would approach the Commission for review, evaluation and

approval once the design phase has been completed. The Director noted that the Commission has given conceptual approval for expansion of both garages -- 850 stalls for 5th & Mission and 350 stalls Ellis-O'Farrell.

Commissioner Grosboll asked if the garages are operating under the assumption that the Commission has approved the expansion? The Director answered that the garages are operating under that assumption.

The Chairman requested to have representatives of each Garage brief the Commission at a later date.

* * * * *

Regarding the PTC adoption of the Department of Recreation and Parks resolution, the following question was asked:

Commissioner Grosboll asked if action was needed on the Recreation and Parks Department request. The Director stated that no action was needed at this time; however, the item will appear on the next Commission agenda.

Commissioner Grosboll suggested that the resolution include language indicating that the parking is being offered because the housing is low income.

COMMISSIONERS'S QUESTIONS AND MATTERS

The Commissioners had no questions or matters to discuss.

CITY ATTORNEY'S REPORT

The City Attorney had nothing to report.

STATUS REPORT ON DEPARTMENT OF PARKING AND TRAFFIC

Mr. Florin was unable to attend the meeting. The matter will be continued at the next meeting of the Commission.

* * * * *

Commissioner Grosboll inquired if Ms. Cutler had accepted the position. The Chairman responded that a formal offer letter had been sent to Ms. Cutler and, to date, no response has been received.

PUBLIC COMMENTS

There were no public comments.

UNFINISHED BUSINESS

Resolution No. 15 - Amendment to Gordon Chong's Contract Regarding Hiring of Parking Consultant and Soil Consultant

The Director provided a background report on the requested amendment of the Gordon Chong contract. He explained that the soil consultant issue had been addressed by the Department of Public Works and that the amendment to Mr. Chong's contract would be limited to a parking consultant only. He reminded the Commission of the enormous cost involved in the Lombard Street Garage change orders and noted that an additional expenditure of $12,000 now would possibly save several hundred thousand dollars later.

* * * * *

The Chairman asked if Mr. Chong had anticipated this need when the contract was offered to him. The Director responded that at the time, attempts were made to keep the contract costs down and it was felt that the parking consultant was not needed.

The Chairman asked Mr. Chong if a parking and soil consultant was used for the Lombard Street Garage. Mr. Chong responded that both consultants are usually contracted through the Department of Public Works (DPW) but DPW has not responded to the need for these services on the Polk/Bush project. As a result, schematic designs are being completed without soil information. Also, Mr. Chong noted that structural foundations cannot be designed until soil conditions are known and cost estimate cannot be provided without knowing the design of the foundation. He stressed that information is critically needed and an amendment to the contract seems the best solution. Mr. Chong noted that it is the PA's staff desire to hire a parking consultant and his firm agrees with the staff's decision.

Commissioner Grosboll inquired if it was common practice to hire consultants? The Director responded that each garage is unique and it is felt a consultant is needed on this project because of the sensitive nature of the surrounding streets.

Commisssioner Grosboll asked how the firm of Wilbur Smith Associates was chosen. The Director responded that they were chosen because they have the experience needed for the project and it was felt that they would deliver a good product. The

Director further stated that an open bid process was ruled out because of the limited time involved. He explained that the open bid process would entail the time and cost of advertising, a screening process, application of preference points and negotiation of a contract.

Commissioner Grosboll made a motion to approve Resolution No. 15 amending Mr. Chong's contract to include a parking consultant at the cost of $12,000. The motion was seconded by Commissioner Melara.

The Chairman asked for an explanation of the prepayment process. The Director explained that the patron will receive a stub upon entering the garage and payment would be made to a cashier before the patron returned to his car.

The Chairman asked why the prepayment method was chosen. The Director explained that this would allow for minimal labor costs where a multi-level, multi-ramp lay-out is used.

VOTE: Ayes - Members Grosboll, Melara, Quaranta, Singh
Excused - Member Chin.

Status Report by Polk-Bush Garage Design Team Representative

Gordon Chong addressed the Commission giving background information on the project planning stage and schematic design phase of the Polk/Bush Garage. He informed the Commission of meetings held with the Advisory Committee and Task Force and noted that meetings have been going well with good input and participation.

Mr. Chong then gave a brief summary of the timeline of the project. He explained that the schematic design phase of work will be submitted to the PA staff on December 4 and a cost estimate will also be provided at that time. He noted that the review process will take approximately four weeks to accommodate PTC and Civic Arts meeting schedules. The design development stage will take approximately five weeks. The construction document period will take twelve weeks and there will be a four to five week period to certify the general contractors awards and to comply with HRC before construction begins in the middle of August.

*

Commissioner Chin returned to the meeting at 2:28p.m.

*

Parking at Lombard Street Garage for Earthquake Victims

The Director gave a briefing on the subject noting that there was little interest in the proposal immediately following the earthquake but that conversations with garage operators have indicated support.

Commissioner Chin stated that he raised the issue at the last Commission meeting. Since that time, based on staff briefings and no demonstrated need for the service, he would like to withdraw his request for parking at the Lombard Street Garage for earthquake victims.

Reports on Monthly Parking at City-owned Garages

The Director gave a briefing on the monthly parking situation at City-owned garages. He directed the Commissioners attention to a chart listing the number of monthlies at each City-owned garage. He explained that there has been a moratorium on monthly parking since 1987 and there has been a drop in the monthly parkers since the earthquake. He recommended that a hearing on the subject be held in the Spring of 1990 to consider the issue of maintaining or curtailing long-term parking including consideration of rate increases to subsidize innovative measures such as Park and Ride shuttles.

* * * * *

Commissioner Chin inquired about the high percentage of monthly parking at the 5th & Mission Garage and asked if the expansion was intended to provide more transient parking space. The Director answered yes and stated that the expansion at that Garage would add 850 spaces.

Commissioner Grosboll requested, prior to the hearing, the Commissioners be provided with background information.

NEW BUSINESS

Resolution No. 16 - Provision to Close the Lombard Street Garage for the Thanksgiving and Christmas Holidays

The Assistant Director gave the Commission background information on Lombard Street Garage holiday schedule stating that last year, with the Commission's approval and at the request of the operator, the Garage was closed for the first time during the Christmas and Thanksgiving holidays. The operator is now requesting closure of the Garage during Christmas and Thanksgiving holidays on a regular basis. It is

staff's opinion that this request is valid, that there is ample parking on the street on those dates due to the closure of many restaurants and businesses. Staff, therefore, recommends approval of Resolution No. 16.

* * * * *

The Chairman stated that he consulted with the Union Street Merchants Association and the Marina Merchants Association and there was no objection to the closure.

Commissioner Grosboll made a motion to approve Resolution No. 16, to close the Lombard Street Garage for the Thanksgiving and Christmas Holidays. The motion was seconded by Commissioner Melara.

The City Attorney asked if the intent was to make a permanent change in the hours. The Assistant Director answered yes. The City Attorney stated that in view of the fact that it is a permanent change, the lease should be amended and it would be appropriate for the Resolution to be amended to authorized the new Director to sign an amendment to the lease.

Commissioners Grosboll and Melara agreed with the City Attorney's recommendation.

VOTE: Ayes: Members Chin, Grosboll, Melara, Quaranta and Singh.

Resolution No. 17 - Temporary Closure of Exits of Golden Gateway Garage

The Assistant Director briefed the Commission on Resolution No. 17. He stated that under the lease signed by the Golden Gate Parking Company, the Board of Supervisors had the responsibility to set rates and general hours of operation. However, the Board gave the PA authority to change the hours of the two exits -- Washington and Clay Streets. Because of the temporary closure of the Embarcadero off ramp and the decrease in volume of the Garage following the earthquake, the Garage has now requested temporary closure of the Washington Street exit. Also, the Resolution gives the Director authority to determine when the exit will open and the Commission will have the power ratify that decision.

Commissioner Chin moved to approve Resolution No. 17 as drafted. The motion was seconded by Commissioner Quaranta.

VOTE: Ayes: Members Chin, Grosboll, Melara, Quaranta and Singh.

ADJOURNMENT

The meeting adjourned at 2:50pm.

RECONVENE
SPECIAL MEETING OF THE PARKING AUTHORITY

The Chairman called the meeting to order at 2:51pm.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF MINUTES

On motion of Commission Quaranta, seconded by Commissioner Melara, the Minutes of the November 7, 1989 Special Meeting of the Parking Authority were adopted as drafted.

VOTE: AYES - Members Chin, Grosboll, Melara, Quaranta and Singh

PUBLIC COMMENT

There were no public comments.

NEW BUSINESS

Parking Fund Fourth Quarter Report

The Director briefed the Commission on the Fourth Quarter Report and stated staff's recommendation that it be adopted as the official Report of the Commission.

* * * * *

Commissioner Grosboll asked if there was a formula to determine how much money would be expended for various department's services. The Director responded that there is no formula and requests are made on an as-needed basis. The Director noted that 5% of the budget is allocated for personnel salaries. Therefore, many services must be purchased from other departments.

On motion of Commissioner Grosboll, seconded by Commission Quaranta, the Parking Fund Fourth Quarter Report was adopted as drafted.

VOTE: Ayes: Members Chin, Grosboll, Melara, Quaranta and Singh.

**ADJOURNMENT**

Thereupon the meeting adjourned at 2:59pm.

Respectfully submitted,

Phil Chin
Director

PARKING AUTHORITY
OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

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NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, December 5, 1989
1:30pm

Room 282, City Hall
San Francisco, CA 94102

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. Roll Call

2. Adoption of Minutes

   Regular Meeting of the San Francisco Parking and Traffic Commission held on November 21, 1989

3. Director's Report

4. Commissioners' Questions and Matters

5. City Attorney's Report

6. Status Report on Department of Parking and Traffic

7. Public Comment

8. Unfinished Business

   a. Modification of Hours and Rates at the Lombard Street Garage
   b. Modification of Golden Gateway Garage Sublease

9. New Business

   a. Election of Officers
   b. Resolution Supporting the Decision of the Department of Recreation and Parks to Reserve Parking for Adjacent Housing Development
   c. Resolution Adopting the Civil Service Commission's Policy on Language Diversity
   d. Briefing by Representative of the 5th & Mission Garage Regarding Garage Expansion Plans

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e. Briefing by Representative of the Ellis-O'Farrell Garage Regarding Garage Expansion Plans
f. Amendment to St. Mary's Lease

10. Adjournment

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

1. Roll Call

2. Adoption of Minutes

Special Meeting of the San Francisco Parking Authority Held on November 21, 1989

3. Public Comment

4. New Business

a. Election of Officers

5. Adjournment

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

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25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

# MEETING REPORT

## REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, December 5, 1989
1:30pm
Room 282, City Hall
San Francisco, California 94102

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PRESENT:

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Arnold Chin
Dick Grosboll

Staff: Phil Chin, Acting Director
Kevin M. Hagerty, Assistant Director
Julian Hultgren, Deputy City Attorney
Renee Faison, Recording Secretary

Guests: Myron Young, Bank of America
Alan Tochberman, San Francisco Federal
Eva Leonard, Inner Sunset Merchants Association
Stephanie Lee, Wells Fargo
Gerald Protz, Inner Sunset District Merchants
Michael Gallardo, Inner Sunset District Merchants
Emment W. Loftus, Earle Realty
Harold M. Hoogasian, Marina Merchants Association
Richard D. Guynn, Sutter-Stockton Garage
Jonathan Weber, System Parking
Paul Newman, Keil & Connolly
Marie Zeller, Whisler-Patri
Cheryl Switzer, Inner Sunset Neighborhood Association
Robert Ranum, Sapunar Realty, Inc.
Toni Sestak, Inner Sunset Neighborhood Association
Russell M. Presting, S.E. Onorato Garages
Dick Dole, Ellis-O'Farrell Garage
Larry Florin, Office of the Mayor
Stacy Becker, Office of the Mayor

EXCUSED:

Commissioner: Sonia Melara

The Chairman called the meeting to order at 1:40pm.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF MINUTES

On motion of Commissioner Chin, seconded by Commissioner Quaranta, the Minutes of the November 21, 1989 Regular Meeting of the Parking and Traffic Commission (PTC) were adopted as drafted.

VOTE: AYES - Members Chin, Grosboll, Quaranta and Singh
EXCUSED - Member Melara

DIRECTOR'S REPORT

The Director reported to the Commission as follows:

California/Steiner Status

The Finance Committee of the Board of Supervisors has approved the release the $2.6 million held in reserve for the acquisition of California/Steiner Street property. Staff has requested the drafting of a warrant by the Controller's office for deposit of the funds with Superior Court. When this has been completed, Andrew Schwartz of the City Attorney's office will begin litigation.

Polk/Bush Update

The Polk/Bush Design Team will meet with the public on the evening of December 12 at the Redding School auditorium for discussion of the schematic design of the project. Commissioner Angelo Quaranta has been following this project closely and will attend that meeting.

St. Mary's Garage

St. Mary's Garage is located near and was effected by the collapse of the crane on California and Kearny Streets. As a result of the collapse, the Police and Fire Departments closed the California and Kearny Street entrances of the Garage temporarily and have allowed only the Pine Street entrance to remain open. The California Street entrance may be opened by the end of this week.

1266 Ninth Avenue Site

1266 Ninth Avenue has been suggested as a site for a parking facility. There is further information on this subject in the Public Comments section found below.

Financial Advisor and Bond Counsel Update

In August, 1989, the Commission adopted a resolution to hire a Financial Advisor and a Bond Counsel. Request for qualifications were issued, selection panel and Human Rights Commission screening took place, and firms were selected. Negotiations for the position of financial advisor have begun with Evensen Dodge, Inc. in joint venture with Charles A. Bell Securities. Also, negotiations for the position of bond counsel have begun with Orrick, Herrington & Sutcliffe in joint venture with Pamela S. Jue, Esq. A proposed contract will come before the Commission for approval at the next scheduled meeting.

Future Items

The Director suggested holding the following public hearings:

1. Special hearing on Off-Street parking - focusing on the necessity for parking facilities in various locations within the City. The previously suggested issue of monthly parking could also be part of this meeting.
2. Special hearing on On-Street parking - focusing on enforcement and various traffic and parking regulations.
3. Special hearing on traffic - focusing on traffic flow, management of traffic, transit preference, signs and signals.

Development of a five-year-plan is an item that will need attention. Also, 10 year and 20 year plans should be discussed.

Civic Center expansion is an item to be included on the next meeting agenda. The Chief Administrative Officer has suggested proceeding with the expansion that will include 370 parking stalls. The expansion is needed as the result of the City's building a new library on the site of the Marshall Square Parking lot resulting in a loss of approximately 200 parking stalls. In addition, the City will be converting the existing library to a new Asian Art Museum.

* *

The Chairman requested that representatives from the financial advisor and bond counsel firms attend and be introduced at the next Commission meeting.

Commissioner Grosboll noted that, in his opinion, a five-year-plan would need to be adopted before a vote could be made on the Civic Center expansion. He then asked what the timing was for the expansion. The Director stated that there are two options to proceed regarding Civic Center expansion and that each option has a critical time frame. The first option would be to seek a ballot measure that would give the authorization for the City to issue lease revenue bonds for the construction of the Garage. A proposal for the ballot measure would have to be submitted to the Board of Supervisors in late December, 1989 or early January, 1990 in order to place the item on the June ballot. The second option would be for the nonprofit corporation involved in the original development of the Civic Center Garage to issue bonds independently but backed by the Off-Street Fund. The Off-Street Fund provides coverage for the bonds but legislation is necessary to separate the Off-Street Fund from the General Fund. If the General Fund is used, there is a requirement of a vote of the people. The Director further stated his belief that a thorough and comprehensive five-year-plan need not be in place before a decision is needed regarding Civic Center Garage expansion.

Commissioner Grosboll stated that the Civic Center expansion issue has not been adgendized in the past nor has any background material been provided to date. Therefore, it is highly unlikely that a decision will be made on the item at the next Commission meeting. The Director agreed and stated, however, that it is important for key people involved in the issue -- the Chief Administrative Officer, City Planning, Library representative -- to address the Commission as soon as possible. After the Commission has been briefed, a decision can be made on the timing of the vote.

Commissioner Grosboll stated that there probably will also be public testimony on the issue and noted that he would prefer a vote not be made until the public has had an opportunity to comment on this proposal.

* *

Commissioner Chin inquired about the starting date for Rina Cutler, the new PTC Executive Director. The Director responded that Ms. Cutler will be starting on January 17, 1990 and she is expected to attend the next meeting of the Commission as an observer.

COMMISSIONERS'S QUESTIONS AND MATTERS

The Commissioner had no questions or matters.

CITY ATTORNEY'S REPORT

The City Attorney had nothing to report.

STATUS REPORT ON DEPARTMENT OF PARKING AND TRAFFIC

The Chairman invited Larry Florin of the Mayor's Office to speak before the Commission on the status of the Department of Parking and Traffic. Mr. Florin stated that the hiring process for the new Executive Director has been completed and the next major issue is the budget process.

Commissioner Chin noted his concern of entering into the budget process before Ms. Cutler has taken office. He further stated that it would be difficult to make budget decisions without a five-year-plan or even a two-year-plan in place.

Mr. Florin stated that it is important for the Commission to be briefed on the budget process now so that educated budget decisions can be made later even if it is decided to adopt a modified program. Mr. Florin then introduced Stacy Becker of the Mayor's Office to brief the Commission on the budget process.

Ms. Becker gave a brief overview of the the budget cycle and stressed the critical time elements of the process. She stated that the PTC's budget will be the most difficult of all the Department's budgets this year because a new budget must be created as opposed to editing an old budget. She noted that she will make herself available and assist the Commission in any way possible.

Ms. Becker explained that the budget is a year-round process and can be broken down in four phases. In the first phase, initial budget preparation begins. In the second phase, the budget is reviewed by the Department, priorities are determined, problems are identified and the budget is submitted to the Commission for approval. The second phase process begins in November and the budget must be submitted to the Controller by Febrary 14. In the third phase, the Mayor reviews the budget, set priorities, makes the necessary cuts and submits the budget to the Board of Supervisors no later than June 1. In the fourth and last phase, the Board of Supervisors adopts the interim budget which lasts approximately three months. The budget goes through analysis by the Budget Anaylst, one hearing by Finance Committee and two hearings by the Board. Final adoption of the budget must take place by August 1.

* *

Commissioner Grosboll asked Ms. Becker if she felt it was procedurally possible to meet the June 1, 1990 deadline for converting to the Department of Parking and Traffic. Ms. Becker stated that it will be difficult; deadlines must be adhered to. However, if it is the Commission's decision to go forward, every attempt will be made to accomplish the goal.

Commissioner Chin inquired about the starting date of the fiscal year. Ms. Becker stated that the fiscal year begins on July 1.

Commissioner Chin asked if the budget is actually in effect before it receives Board approval. Ms. Becker stated yes and explained that this obsolete method was used in calculating Federal and State budgets. There is interest in the Board of Supervisors of changing this method.

Commissioner Grosboll asked if the budget will come back to the Commission for approval after the February 14, 1990 deadline. Ms. Becker stated that it would not.

Commissioner Chin asked if in fact the Mayor could cut a budget that is formulated to consolidate 13 departments as mandated by the citizens of San Francisco. Ms. Becker stated that the Mayor's intention is not to cut budgets but to balance the General Fund.

* *

Commissioner Grosboll addressed Larry Florin concerning the implementation of the Department of Parking and Traffic requesting a report by the next meeting to include a list of specific tasks that must be completed to implement the proposition, information on personnel and departments involved, etc. He also requested recommendations from the staff and Mr. Florin once this listing is completed.

Commissioner Chin stated his concern about the need to address non-recurring budget costs such as site acquisition for replacement of office space in the consolidating employees from various departments. Decisions need to be made on the buying or leasing of space, furniture, etc. These non-recurring items will be a part of the budget process and must be addressed.

Mr. Florin stated that facility decisions will be at the discretion of the new Director.

The Chairman noted that there is an existing special exemption for the vehicles that will be used by Parking Control Officers and asked if there will be a special piece of legislation required when the Officers move to the Parking and Traffic Commission.

Mr. Florin stated that he could request the City Attorney's office proceed with getting an official ruling and asked Julian Hultgren if this would be appropriate. Mr. Hultgren replied that the request should be submitted in writing along with other material that exists.

* *

Mr. Florin stated that the two Bureau Chiefs of the Department of Parking and Traffic will be appointed at the new Director's discretion. The Civil Service Commission will hear the classification of those positions during the first week of January and Mr. Florin will provide the Commission with job descriptions at that time.

* *

Commissioner Grosboll stated that the budget process raises several issues and asked if in the past there has been a policy to hold general public hearings on the priorities and goals for the coming year. The Assistant Director answered that there have been no special hearings to discuss the budget process in the past.

Commissioner Grosboll suggested setting the issue as an agenda item in January.

The Director stated that the series of hearings he suggested earlier would gage the sentiments of the public. To hold hearings on budget and policy issues may be duplicative. The Director suggested that he would work with Ms. Cutler on short-term and long-term priorties and objectives and come back to the Commission with recommendations.

Commissioner Grosboll stated his concern that if specific projects are not placed in the budget, they would be ruled out for 1990-91. The Director responded that that matter had been taken into consideration and that as the budget is being prepared, priorities will be evident.

PUBLIC COMMENTS

Several members of the public addressed the Commission on the issue of the possible purchase of 1266 Ninth Avenue for the purpose of building a City-owned parking facility as follows:

Robert Ranum, a real estate broker with Sapunar Realty, stated that he introduced the proposal for developing a possible parking structure at 1266 Ninth Avenue to the Commission approximately one month ago. He noted the need for a garage in the area and stated that the property is ready for purchase. He encouraged the Commission to consider the long-term benefits a garage would bring to the residents and merchants.

Michael Gallardo, Vice President of the Inner Sunset Merchants Association, stated that people are parking illegally on the street in the Inner Sunset district because of the lack of parking spaces. He further stated his opinion that the veto of the Denver Boot will make the matter worse. He noted that a garage in the area would benefit small business and would ease traffic congested.

Eva Leonard, member of the Inner Sunset Merchants Assocation and a resident of the area, stressed the need to alleviate some of the parking problems in the area. She stated that there are constant traffic jams at the parking lot between 8th and 9th Avenues because of patrons waiting in lines to get into the garage and parking on the street is a constant problem. She noted that former members of the Commission and Supervisor Maher in the past have promised to provide a parking facility in the area if a proper location was found and, in her opinion, the Ninth Street site is a perfect one. She closed by stating that the garage would not only benefit residents and merchants in the area, but it would also benefit persons who wish to find parking close to the entrance of Golden Gate Park.

Myron Young, of the Bank of America, stated that the Inner Sunset Merchants constantly receive complaints from residents concerning customers parking in resident's driveways. He noted the effect of the earthquake on the Inner Sunset area and stated that the placement of a facility in the area would demonstrate good will to residents and merchants alike.

Harold Hoogasian, President of the Marina Merchants Association, stated that three years ago, the Commission had an opportunity to purchase the Green Street Mortuary in order to build a parking structure and now are having parking difficulties at the Vallejo Street Garage. He begged the Commission not to take the same course that their predecessors took by foregoing an opportunity to purhcase property on the open market that would benefit the community.

* *

Commissioner Grosboll informed the speakers that the issue of the possible purchase of the Ninth Street property is not an agenda item and that action cannot be taken on an issue until it is placed on the agenda. He asked if neighborhood groups in the area had supported or opposed the issue.

Cheryl Switzer, President of the Inner Sunset Neighborhood Association, stated that she learned of the issue less than a week ago. The Association has not had an opportunity to review the project in order to take a position. Robert Ranum explained that the delay was his fault, that he had not taken the neighborhood associations into consider until a few weeks ago.

The Chairman inquired about the size of the lot. Mr. Ranum stated that the lot is 100 by 120 feet.

Commissioner Chin noted that public comments from diverse groups are welcomed and suggested contacting SHARP and major employers of the area.

The Director noted that there are two items of concern: (1) the cost of the property and (2) developing a facility outside of the Prop F neighborhood parking priority list. He stated that the asking price of the property is $2.8 million (approximately $230 per square foot). Preliminary estimates from the San Francisco Department of Real Estate indicate the property is worth between $140 to $170 per square foot. As a comparison, the owner of the property on California and Steiner Streets has been offered $165 per square foot and property in the Marina and North Beach areas have generally sold for approximately $200 per square foot. He further stated that staff has contacted the Mayor's Office of Housing concerning a possible mixed use development project.

The Chairman asked Mr. Ranum what he thought of housing combined with parking. Mr. Ranum stated that it works well at the Mission/Bartlett Garage and he feels it is an excellent idea.

The Chairman asked the Director how many spaces are proposed for the Ninth Street project. The Director stated that 129 spaces and approximately 5,000 square feet for commercial businesses.

The Chairman suggested that Mr. Ranum contact the Director concerning the placement of the item on the agenda. The Director noted that there are several issues that need to be addressed before it would make sense to place this item on the agenda -- priorities need to be evaluated and a response is needed from the Mayor's Office.

UNFINISHED BUSINESS

Resolution No. 18 - Modification of Hours and Rates at the Lombard Street Garage

The Assistant Director briefed the Commission on the modification of the rates at the Lombard Street Garage explaining that this would be the last meeting that the Commission will be able to make a decision on the rates and hours of operation of the Garage without Board approval. In the future, the Board of Supervisor's approval will be needed. He stated that staff has worked with the operator, Five Star Parking Company, and Resolution No. 18 was drafted recommending (1) the Garage be closed on New Years Day, Memorial Day and Labor Day; (2) the minimum hours of operation be changed from 9am to 3am seven days a week to 9am to 12 midnight on Monday, 9am to 1pm on Tuesday and Wednesday, 9am to 2am on Thursday, 9am to 3am on Friday and Saturday and 12noon to 12 midnight on Sunday; (3) the night rates be changed from a flat $3.00 rate to $1 the first hour, $2 the second hour and $3 the third hour, and (4) the day rates be changed to $1 the first hour, $2 the second hour, $3 the third hour,$4 for the forth hour and $5 for the fifth hour, with a $5 maximum. An amendment to the Resolution No. 18 was suggested by merchant groups to reflect the hours on Sunday be changed to 11:00a.m. to 12 midnight, and the rates be changed to 75¢ the first hour, $1.50 the second hour, and $2.50 the third hour.

Commissioner Chin moved that Resolution No. 18 be adopted as amended. Commission Quaranta seconded the motion.

Harold Hoogasian addressed the Commission stating that the Marina and Union Street Merchants appreciate being consulted on the rate changes. He stated that it is important to keep the rates low for short-term parkers.

Herman Elins of Five Star Parking Company stated that Saturday and Sunday are the only days of real usage at the Garage. During the week only 25% of the Garage is utilized. As a result, the Garage is losing between $90,000 to $100,000 per year. He noted that when the flat evening rate of $3.00 was used, patronage was lost but revenue increased.

Commissioner Grosboll stated that he would like to review the monthly parking at that garage. Also, he stated his concern that the $5.00 maximum charge would encourage all day parking when that is not the purpose of that garage.

Don Whitaker of Five Star Parking Company stated that only three to five people stay 5 hours or more at the Garage. He noted that patrons disapprove of paying more for one hour than another and patrons feel that the charge for the first hour is too low and the third hour is too high.

VOTE: AYES - Members, Chin, Grosboll, Quaranta, Singh
EXCUSED - Member Melara.

Commissioner Grosboll requested that the item come back for review after a six month period. He also suggested that flyers be distributed to notify patrons of the change of hours.

Modification of Golden Gateway Sublease

The item was continued for the December 19 Commission meeting.

NEW BUSINESS

Election of Officers

The item was continued to the December 19 meeting of the Commission.

Resolution No. 19 - Resolution Supporting the Decision of the Department of Recreation and Park to Reserve Parking for Adjacent Parking Development

The Director briefed the Commission on Resolution No. 19 explaining that Department of Recreation and Park is considering reserving six spaces at the Portsmouth Garage for the Pan Magna Housing Project -- a commercial and housing project on the site of the former International Hotel. The developers of the project have submitted a proposal to the Department of Recreation and Park requesting the parking spaces. The Mayor's office of Housing has requested PTC support for the project.

On motion of Commissioner Chin, seconded by Commissioner Grosboll, Resolution No. 19 was adopted as drafted.

Commissioner Chin stated his understanding that if the parking spaces were not agreed upon by the PTC and the Department of Recreation and Park, the low income housing would not be developed. Attorney Paul Newman added that the Portsmouth Parking Corporation passed a resolution supporting the project yesterday.

VOTE: AYES - Members Chin, Grosboll, Quaranta and Singh
EXCUSED - Member Melara

* * * * *

The meeting recessed at 3:18pm, Commissioner Quaranta was excused from the meeting at 3:34pm and the meeting reconvened at 3:35pm.

* * * * *

Resolution No. 20 - Adopting the Civil Service Commission's Policy on Language Diversity

The Director stated that the City of San Francisco is the most culturally and ethnically diverse city in the world and the City's work force is equally diverse. In the past, the diversity in language has caused some controversy and led to legal action. The Civil Service Commission has reviewed the subject and adopted a policy allowing employees to speak in whatever language they choose unless it has been determined that the use of a specific language is necessary and essential to job performance.

On motion of Commissioner Grosboll, seconded by Commissioner Chin, Resolution No. 20 was adopted as drafted.

VOTE: AYES - Members Chin, Grosboll and Singh
EXCUSED - Members Melara and Quaranta

Briefing by Representative of the 5th and Mission Garage Regarding Garage Expansion Plans

Paul Newman, attorney for the City of San Francisco Downtown Corporation, gave background information to the Commission concerning 5th & Mission Garage expansion. He explained that in 1984 negotiations begun between the San Francisco Downtown City Corporation and the City to expand the Garage adding two floors on top of the Garage and approximately 3,500 feet of commercial space. A final settlement of 850 spaces was agreed upon. In October, 1984 the PTC Commission passed a Resolution authorizing $200,000 for architectural and engineering costs and the costs involved in bringing the project to a bidding level. The project is now at City Planning. The Garage presently has 1774 spaces in 5 levels and the expansion will

bring that to 2,636. A possible childcare center has been requested by the public. Outside ramps and bridges may be constructed and the exterior of the Garage will be upgraded. The most recent cost estimate is $11 million.

* *

Commissioner Grosboll inquired if Mr. Newman objected to an environmental review. Mr. Newman responded no. The Director noted that the environmental review process was a lengthy process that would cause expenses to escalate.

Commissioner Chin asked if the Garage was seeking a conditional use permit. Mr. Newman asked Marie Zeller of Whisler-Patri to repond. Ms. Zeller stated that the conditional use permit is an automatic condition of an expansion of a parking garage. She further stated that the air quality and traffic studies have been completed.

Commissioner Grosboll asked when the $11 million request would come before the Commission. Mr. Newman responded in approximately three months.

Commissioner Grosboll asked when would the Planning Department make a decision on the necessity for an environmental review. Mr. Newman responded some time in the early part of 1990.

Commissioner Chin asked what percentage of the total stalls would be allocated for the handicapped. Mr. Newman responded that the required number of stalls would be reserved for the handicapped.

The Chairman requested periodic status reports in the future.

Commissioner Chin suggested that Mr. Newman contact the Commission if an environmental impact review is needed or negative declaration is reached.

Briefing by Respresentative of the Ellis-O'Farrell Garage Regarding Garage Expansion Plans

Richard Dole, attorney for the Ellis-O'Farrell Parking Corporation briefed the Commission on expansion of the Ellis-O'Farrell Garage. He stated that in 1982-84 the

preliminary engineering studies began. In June, 1984 the PA reaffirmed support for expansion of the Garage. In the following year the design studies and environmental consultant were authorized and in January, 1986 Pflueger Architects was employed. Later that year, an environmental review was requested by the Planning Department and traffic circulation studies mandated by the Planning Department were conducted from 1986-89. In January, 1990 the Planning staff recommended negative declaration and open space compliance hearings. The present capacity of the Garage is 213 spaces on the Ellis Street side and 699 spaces on the O'Farrell side. The expansion of the Garage will add 2-1/2 parking levels (79,845 square feet). Expansion costs are estimated at $6,900,000 for direct construction.

* *

Commissioner Grosboll stated there was a decrease in patronage at the Garage last year of 33,0000 parkers and asked for an explanation for the decrease in patronage. Mr. Dole responded that it was symptomatic of the industry during that time. He stated that the Garage is doing quite well now.

Amendment to St. Mary's Lease

The Director stated that the proposed amendment to the lease of St. Mary's Garage is not ready for presentation before the Commission. The earthquake and crane accident has caused delays.

ADJOURNMENT

The meeting adjourned at 4:05pm.

RECONVENE
SPECIAL MEETING OF THE PARKING AUTHORITY

The Chairman called the meeting to order at 4:05pm.

ROLL CALL

The roll call indicated quorum present.

**ADOPTION OF MINUTES**

On motion of Commissioner Grosboll, seconded by Commissioner Chin, the Minutes of the November 21, 1989 Special Meeting of the Parking Authority were adopted as drafted.

VOTE: AYES - Members Chin, Grosboll, and Singh
EXCUSED - Members Melara and Quaranta

**PUBLIC COMMENT**

There were no public comments.

**NEW BUSINESS**

On motion of Commissioner Grosboll, seconded by Commissioner Chin, the issue of Election of Officers was rescheduled for hearing at the next Commission meeting.

VOTE: AYES - Members Chin, Grosboll, and Singh
EXCUSED - Members Melara and Quaranta

**ADJOURNMENT**

Thereupon the meeting adjourned at 4:07pm.

Respectfully submitted,

Phil Chin
Director

ADOPTION OF MINUTES

On motion of Commissioner Grosboll, seconded by Commissioner Chin, the Minutes of the November 21, 1989 Special Meeting of the Parking Authority were adopted as drafted.

VOTE: AYES - Members Chin, Grosboll, and Singh
EXCUSED - Members Melara and Quaranta

PUBLIC COMMENT

There were no public comments.

NEW BUSINESS

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ADJOURNMENT

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RECONVENE
SPECIAL MEETING OF THE PARKING AUTHORITY

The Chairman called the meeting to order at 4:05pm.

ROLL CALL

The roll call indicated quorum present.

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# PARKING AND TRAFFIC COMMISSION

December 19, 1989

The Agenda of this meeting is missing.

San Francisco Public Library
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PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

# MEETING REPORT

## REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, December 19, 1989
1:30pm
Room 282, City Hall
San Francisco, California 94102

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**PRESENT:**

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Arnold Chin
Dick Grosboll
Sonia Melara

Staff: Phil Chin, Acting Director
Kevin M. Hagerty, Assistant Director
Julian Hultgren, Deputy City Attorney
Renee Faison, Recording Secretary

Guests: Rina Cutler
Rebecca Kohlstrand, Department of City Planning
Rudy Nothenberg, Chief Administrative Officer
Peter Miller, Chief Administrative Officer's Office
Richard O. Guynn, Sutter-Stockton Garage
Albert M. Peche, Charles A. Bell Securities
Charles A. Bell, Charles A. Bell Securities
Richard Morales, Evensen Dodge, Inc.
Ganice Morgan, Rapid Shine
James Levy, Rapid Shine
Stephen C. Leonoudakis, Golden Gate Parking
Harry Quinn, Department or Real Estate
Larry Florin, Office of the Mayor
Russ W. Presting, S.E. Onorato Garages
Eugene Tomer, S.H.A.R.P.
Norman Rolfe, S.F. Tomorrow

The Chairman called the meeting to order at 1:37pm.

ROLL CALL

The roll call indicated quorum present. Commissioners Chin and Grosboll were excused from the beginning of the meeting.

ADOPTION OF MINUTES

On motion of Commissioner Melara, seconded by Commissioner Quaranta, the Minutes of the December 5, 1989 Regular Meeting of the Parking and Traffic Commission (PTC) were adopted as drafted.

VOTE: AYES - Members Melara, Quaranta and Singh
EXCUSED - Members Chin and Grosboll

* * * * *

The Chairman introduced Rina Cutler, the new Executive Director of the PTC.

* * * * *

DIRECTOR'S REPORT

The Acting Director reported to the Commission as follows:

Earthquake Recovery Update

The Parking Authority (PA) garages -- Performing Arts, Moscone and Lombard -- have been inspected by the FEMA team and damage survey reports have been filed. Initially FEMA indicated there would be no reimbursement to operators for cost of garage inspections conducted by structural engineers; however, as a result of several discussions with staff, FEMA is reconsidering their position.

California/Steiner Status

The Controller's Office is preparing to release the $2.6 million held in reserve for the acquisition of California/Steiner Street property. The check will be deposited with the Superior Court upon receipt.

Update of Garage Security at 22nd & Bartlett and 16th & Hoff

Horizons Unlimited and Real Alternatives Program (RAP) are in the process of finalizing contract provisions for a security guard training/development program that will service the 22nd & Bartlett and 16th & Hoff Garages. A licensed security firm, the

Royal Guard Investigators, will be assisting in the program and the City Attorney's Office, is preparing the contract.

Vallejo/Churchill Update

Discussions are continuing on the Vallejo/Churchill site. Representatives of the property owner are preparing a counteroffer for the property. On a related matter, the San Francisco Police Department (SFPD) has contacted the Department of Real Estate (DRE) requesting an appraisal of the Central Station site for an outright sale to the PA. Staff is researching the legality of the PA acquiring property that is not intended for the purpose of parking.

St. Mary's Garage Update

St. Mary's Garage is recovering from the impact of the October 17 earthquake and the collapse of the crane on California and Kearny Streets. The Garage opened for full service on December 15 with all gates operational. Patronage of the Garage is at approximately 80%. Staff and the Garage operators have discussed the possible filing of claims against the construction company for losses incurred following the crane accident. Staff will keep the Commission apprised of the issue.

Future Issues

The new Transportation Management Association of San Francisco, as described in a December 18 newspaper article (attached as Exhibit A), goes into effect on January 1, 1990. Its purpose is to encourage commuters to use alternatives to the automobile. This effort will monitor the requirements that new office developers establish programs for ride-sharing and transit use. A representative of the Transportation Management Association will brief the Commission at a later date. Also, the Association may be used as a resource during parking and traffic hearings.

COMMISSIONERS'S QUESTIONS AND MATTERS

Commissioner Quaranta reported on the various Polk/Bush Garage advisory and public meetings in which he has been in attendance. He stated that the meetings have all gone well and he is satisfied with the progress of the program.

CITY ATTORNEY'S REPORT

The City Attorney reported to the Commission on the progress of preparation of a lease for the expansion of the 5th & Mission Garage. He noted that the proposal to expand the Garage includes a requirement for new bond issuance and stated that meetings have been held with Dick Salladin, Paul Newman, Kevin Hagerty, and representatives from the Controller's Office and Real Estate Department in order to finalize the document. Once completed, the document will be brought before the Commission for approval.

* * * * *

Commissioner Grosboll entered the meeting at 1:50pm.

* * * * *

PUBLIC COMMENTS

There were no comments from the public.

UNFINISHED BUSINESS

Resolution No. 21: Approving Terms of an Amendment to the Golden Gate Garage Lease Between Golden Gate Parking Company and Rapid Shine, Inc.

The Acting Director gave a brief background description of Resolution No. 21 stating that the original subcontractor, Steve's Detailing Services, had defaulted on the contract with Golden Gate Parking Company for auto detailing and car washing services. The present subcontractor, Rapid Shine, Inc., has requested an amendment to that contract because of the exorbitant monthly rent and expenses. Harry Quinn of the San Francisco Department of Real Estate (DRE) provided further information.

Mr. Quinn explained that the Golden Gate Parking Company requested a review of the rental terms. DRE conducted an analysis and concluded that the fair market rate for the commercial service would be $885.00 per month, including utilities, plus ten precent of the gross monthly income over $8,500. The PA and DRE further suggest that the rent be adjusted annually using the consumer price index and that the rental rate be retroactive to date Rapid Shine began operation at the Garage, February 15, 1989. PA and DRE are of the opinion that the detailing service is needed in the area -- it is the only service of its kind in the Financial District and brings in additional revenue to the Garage of approximately $500.00 per month.

* *

Commissioner Chin entered the meeting at 1:54pm

* *

Commissioner Grosboll inquired about the time period of the original lease. Mr. Quinn answered that the original lease, approved by the Board of Supervisors, was for two years beginning June 30, 1989.

Commissioner Grosboll inquired about the reasons for a retroactive rental rate. Mr. Quinn answered that the original rental rate far exceeds the fair market value and the retroactive rate would ensure Rapid Shine remaining in business a year from now.

Steve Leonoudakis, owner of the Golden Gate Parking Company, addressed the Commission stating that he has agreed to the PA and DRE recommended rental rate and its retroactivity to the onset of Rapid Shine's operation. He further stated that Rapid Shine does an exceptional job and the service is needed in the Financial District.

The Chairman inquired about the square footage of the Rapid Shine business. Mr. Quinn stated approximately 1,200 to 1,500 square feet.

Commissioner Grosboll stated his general disagreement with the retroactive adjustment of leases but noted that it was appropriate in this instance.

Commissioner Chin inquired about the refunded dollar amount. Mr. Leonoudakis stated that the refund is $5,007.50 and that the month of January, 1990 will be prepaid.

On motion of Commissioner Grosboll, seconded by Commissioner Melara, Resolution No. 21 was approved as drafted.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Singh.

* * * * *

Resolution No. 22 - Recommending the Board of Supervisors Approve New Fees for Auto Detailing and Washing Services at the Golden Gateway Garage

The Assistant Director briefed the Commission. He stated that the Board of Supervisors has the responsibility of setting all rates in the Golden Gateway Garage. Rapid Shine, Inc. has requested several minor rate increases and creation of new rates. The DRE has reviewed the request and is of the opinion that the request is valid.

On motion of Commissioner Melara, seconded by Commissioner Quaranta, Resolution No. 22 was approved as drafted.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Singh.

* * * * *

NEW BUSINESS

Election of Officers

On motion of Commissioner Quaranta, seconded by Commissioner Grosboll, Commissioner Singh was re-elected Chairman of the Parking and Traffic Commission.

VOTE: Ayes: Members Chin, Grosboll, Melara, Quaranta and Singh.

On motion of Commissioner Singh, seconded by Commissioner Melara, Commissioner Quaranta was re-elected Vice Chairman of the Parking and Traffic Commission.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Singh.

STATUS REPORT ON THE DEPARTMENT OF PARKING AND TRAFFIC

Larry Florin briefed the Commission on issue of the transfer of personnel into the new Department of Parking and Traffic. He provided the Commission with a listing of employees and functions to be transferred into the new Department (attached as Exhibit B) and stated that the listing is pending review and implementation by Rina Cutler.

* *

Commissioner Grosboll noted that, in the list Mr. Florin provided, there are three functions to be transferred from the Tax Collector's Office but only two employees allocated to fill the positions. Mr. Florin stated that this is an issue the new Director will have to address. He noted that the two positions are presently funded by the Off-Street Parking Fund; however, only one employee is performing the three functions.

Commissioner Grosboll asked if there would be individuals who would lose their positions as a result of the transfer. Mr. Florin stated that the Commission has the discretion to release or retain employees who are contracted under a work order from the Off-Street Fund. Commissioner Grosboll requested to be notified of any recommendations that would cause an employee to be released from employment.

Commissioner Chin asked if the Tax Collector's Office would retain an individual that the was not chosen to be transferred to the PTC. Mr. Florin responded that the Tax Collector's Office would be responsible for locating funding for the individuals in Civil Service positions.

The Chairman requested that the Commission be apprised of the issue during the budget discussions.

Mr. Florin noted that he and Ms. Cutler have identified nine vacancies that are scheduled for transfer into the new Department. The Chairman requested that Mr. Florin provide the Commission with information on the nine vacancies at the next Commission meeting. Mr. Florin concurred.

Commissioner Melara inquired about permanent office space for the new PTC staff. Mr. Florin stated that Ms. Cutler would make that decision once she takes office. Commissioners Melara stated and Commissioner Chin concurred that managerial control would be more effective if one location was chosen to house PTC staff as opposed to several offices.

Commissioner Chin stated his concern regarding the interface between Parking Control Officers (PCOs) and the Police Department in instances such as special events, parades community functions or demonstrations.

* *

Commissioner Chin asked Mr. Florin to identify the department responsible for collecting meter revenues. Mr. Florin stated that the Tax Collector is responsible for the collection contract and MUNI is contracted for counting the coins.

Commissioner Chin asked if the coin collection function was funded by a work order. Mr. Florin responded that the function is funded through a work order and that Ms. Cutler will address any change in the process once she assumes the position of new Director.

Commissioner Chin noted his concerned regarding fiscal control for such issues as average revenues from meters and asked if there are fiscal controls presently in effect. Mr. Florin stated that there are presently no fiscal controls in effect.

Commissioner Chin stated his concern regarding the contract the City presently has for collecting meter revenues and questions if an increase in the proposed budget is necessary for the hiring of Civil Service employees.

NEW BUSINESS

Resolution No. 23 - Recommending that the Board of Supervisors Approve Award of a Contract to Evensen Dodge, Inc./Charles A. Bell Securities Corporation to serve as Financial Advisors to the Department of Parking and Traffic/Parking Authority

Resolution No. 24 - Recommending that the Board of Supervisors Approve Award of a Contract to Orrick, Herrington & Sutcliffe/Pamela S. Jue, Esq. to Serve as Bond Counsel to the Department of Parking and Traffic/Parking Authority

Resolution No. 25 - Recommending Supplemental Appropriation from the Off Street Parking Fund for $35,000 for Services of a Financial Advisor and Bond Counsel

The Acting Director gave an explanation of the review and selection process for the Financial Advisor and Bond Counsel positions. He introduced Richard Morales, Charles A. Bell and Albert Peché from Evensen Dodge, Inc./Charles A. Bell Securities Corporation as the recommended firm for the Financial Advisor position and Dick Salladin and Pamela Jue from Orrick, Herrington & Sutcliffe/Pamela Jue, Esq. as the recommended firm for for the Bond Counsel position.

* *

Commissioner Grosboll asked how the estimated cost was determined. The Acting Director responded that the estimated cost was determined for the Financial Advisor position from figures taken from the proposed work plan based on hourly rates provided by Evensen Dodge/Charles A. Bell. The cost for the Bond Counsel position was based on the estimated hourly rate for

the services of Orrick/Pamela Jue, Esq. taking into consideration a 25% discount the firm is providing. He noted that the requested supplemental appropriation funds are for the first stages of work. Additional funds, to be requested at a later date, will be necessary for full payment of services that will include a rate for advice and a percentage for the sale of bonds.

Commissioner Chin expressed his concern regarding the issue of affirmitive action and minority participation. He stated that a number of the potential providers of services to the PTC are joint venture arrangements. He is concerned that we are not selecting firms that have minority and women as principals. He stated that he would like to see more minorities and women in the mainstream of selected businesses and not only in the forming of joint ventures in order to obtain City or government contracts. He added that applicants will be scrutinized closely in the future.

Commissioner Grosboll concurred with Commissioner Chin but noted that the selection process was sound and that the staff performed exceptionally.

Commissioner Grosboll inquired about a contract for the services. The Acting Director stated that a contract is forthcoming but, in order to move forward quickly, staff recommends the awarding of the initial funding to initiate services with each firm.

On motion of Commissioner Melara, seconded by Commissioner Grosboll, Resolution No. 23 was adopted as drafted.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Singh.

On motion of Commissioner Melara, seconded by Commissioner Grosboll, Resolution No. 24 was adopted as drafted.

VOTE: AYES - Members Chin, Grosboll, Melara, Quaranta and Singh.

On motion of Commissioner Chin, seconded by Commissioner Melara, Resolution No. 25 was adopted as drafted.

Vote: Ayes - Members Chin, Grosboll, Melara, Quaranta and Singh.

* * * * *

Cancellation of January 2, 1990 Commission Meeting

Staff recommended and Commission agreed to the cancellation of the January 2, 1990 Commission Meeting. Cancellation of the January 16th meeting was also suggested and the possibility of scheduling two special meetings -- January 9 and January 23 -- was discussed.

On motion of Commissioner Melara, seconded by Commissioner Chin, the Regular Meetings of the Parking and Traffic Commission scheduled for January 2 and 16 were cancelled and two Special Meetings of the Parking and Traffic Commission are scheduled for January 9 and 23.

Commissioner Grosboll expressed his concern regarding the absence of both the Chair and Vice Chair for the January 9 meeting. The Acting Director stated that the meeting scheduled for January 23 will only focus on the budget and the meeting on January 9 will give staff and the Commission an opportunity to take care of business that necessitates attention in January. Commissioner Grosboll agreed to the meeting on the 9th but noted that he will request a deferral on votes for any major issue.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Chin.

The City Attorney reminded staff of the need to notice both the cancellation of the Regular Meetings and scheduling of Special Meetings.

* * * * *

Review and Approval of Schematic Design of the Polk-Bush Design

The Acting Director reported that the design of the Polk-Bush Garage by Gordon Chong and Associates is proceeding on schedule. He stated that Mr. Chong needs approval of the schematic design of the Garage in order to proceed to the next stage.

Gordon Chong presented the Commission with a model of the proposed interior and exterior design of the Polk-Bush Garage. He provided the Commission with a fact sheet (copy attached) that describes the project and discussed the criteria for the Department of City Planning's Negative Declaration stating that the schematic design is well below the limitations of the Declaration. He also gave an explanation of the ticketing process that is designed to allow a single attendant to act as cashier and provide some security.

Commissioner Chin suggested that the number of commercial spaces be maximized to benefit the small business community.

Commissioner Grosboll asked if provisions could be made for bicycle stalls within the garage. Mr. Chong stated that there is no ground floor parking and bicycles would cause problems in elevators. The Assistant Director added that other City-owned garages have made provisions for bicycle spaces but there has been low or no utilization of the spaces perhaps due to security reasons. Commissioner Chin stated that bicycle lockers would guarantee security and suggested that the spaces be revenue generating if installed. The Assistant Director and Mr. Chong stated that they would look into the possibility of the placement of bicycle stalls within the garage.

Commissioner Grosboll stated that the design of the garage should be sensitive to the needs of the residents of the neighborhood and inquired if there have been complaints from the residents in the area concerning the Garage. The Assistant Director stated that there have been no complaints lodged by residents attending public hearings on the subject.

Commissioner Chin inquired about the types of commerical businesses that have been envisioned for the Garage. Mr. Chong answered that the design of the Garage will not accommodate eating establishments because of the necessary plumbing and sewage that would have be to installed. He stated that City Planning would like to see the commercial businesses neighborhood serving.

Commissioner Chin stated that he would like to see small businesses return to the area, such as shoe and watch repair.

Commissioner Chin inquired about the possibility of placing low income housing on top of the Garage. Mr. Chong stated that the Negative Declaration does not allow for housing on the Garage and further stated that a request for housing would require an environmental review that would take a period of approximately one year.

On motion of Commissioner Melara, seconded by Commissioner Quaranta, the schematic design of the Polk-Bush Garage was approved.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta, Singh.

ADJOURNMENT

Thereupon the meeting was adjourned at 3:20p.m.

RECONVENE
SPECIAL MEETING OF THE PARKING AUTHORITY

The Chairman called the meeting to order at 3:21pm.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF MINUTES

On motion of Commissioner Quaranta, seconded by Commissioner Grosboll, the Minutes of the December 5, 1989 Special Meeting of the Parking Authority were adopted as drafted.

VOTE: AYES - Members Chin, Grosboll, Quaranta and Singh
ABSTAIN - Member Melara

PUBLIC COMMENT

There were no public comments.

NEW BUSINESS

Election of Officers

On motion of Commissioner Quaranta, seconded by Commissioner Melara, Commissioner Singh was re-elected Chairman of the Parking Authority Commission.

VOTE: Ayes: Members Chin, Grosboll, Melara, Quaranta and Singh.

On motion of Commissioner Singh, seconded by Commissioner Grosboll, Commissioner Quaranta was re-elected Vice Chairman of the Parking Authority Commission.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Singh.

Civic Center Expansion

Rudy Nothenberg, Chief Administrative Officer, briefed the Commission on the proposed expansion of the Civic Center Garage. Mr. Nothenberg urged Commission support of a Garage expansion bond issue that should be placed before the electorate in November, 1990. He described the various changes scheduled for the Civic Center area including a new Library, new Asian Art Museum, rehabilitation of Brooks Hall, 450 McAllister,

the Civic Center Auditorium and the Civic Plaza, and a new City Office Building on Polk and Larkin. He noted that the use of transit will also be encouraged -- the possbility of linking the new library underground with BART and MUNI is being examined.

* *

Commissioner Grosboll asked Rebecca Kohlstrand, of the Department of City Planning, if an environmental review requires the additional spaces. Rebecca Kolhstrand answered that the City Planning Department supports in concept of the expansion but is awaiting the outcome of the environmental review before making a final determination. She stated the project manager from the City Architect's Office will begin analysis of the project in February.

Commissioner Grosboll asked what the current percentage is for the usage of the Civic Center Garage. The Assistant Director responded that the usage is at approximately 80 percent during the day and, if there is a special event during the evening, the percentage is higher.

Commissioner Chin inquired about the location of the two levels to be added to the Garage. Mr. Nothenberg stated that the levels would be located under Fulton and Larkin Streets.

Commissioner Grosboll asked if the Library Community Advisory Board has taken a position on the expansion. Mr. Nothenberg answered that the Board is in favor of the expansion. Commissioner Melara added that the Friends of the Library are also in favor of the expansion.

ADJOURNMENT

Thereupon the meeting adjourned at 3:39pm.

Respectfully submitted,

Phil Chin
Director

EXHIBIT A



# S.F. agency zeroes in on solo drivers

## 30 garages may not admit them in bid to change traffic patterns

By Gerald D. Adams
EXAMINER URBAN PLANNING WRITER

Nearly seven years in the making, a new San Francisco agency that wants to nudge people out of their solo car commutes goes into official action Jan. 1, and thousands of travel patterns may never be the same.

When the new Transportation Management Association of San Francisco gets in gear, some 64,000 workers in about 30 newer downtown office buildings will find themselves bombarded with suggestions to take a bus, use BART, share rides or adopt flexible work schedules.

In addition, at least once a year they will be asked what sort of vehicle they use to get to and from work.

If the agency's goals come to pass, most workers — with the likely exceptions of those who need a car for doing business — could find themselves unable to park in their building's garage if they have driven to work alone.

The Transportation Management Association of San Francisco begins its official life fueled by a $60,000 grant from the state Department of Transportation and the blessings of the Planning Commission, which approved its first work program last week.

The association was launched at about the same time the Downtown Plan was published in 1983. At that time, city planners said predicted job growth — possibly another 96,000 workers by the year 2000 — could not be accommodated on streets and highways leading to downtown.

Since the Downtown Plan was enacted in 1985, The City has required developers of office buildings to establish programs for ride-sharing and transit use.

The San Francisco association was formed, according to Victoria Smiser, a director, to monitor The City's requirements that new office developers institute ways of getting their future workers out of cars and into transit.

Andy Garcia of Chevron, another director, said the association's activities would include flyers to advertise TMA's services; aid in forming van pools or in ride sharing; promotions of flexible work schedules; informational packets for employees; transit routes and schedules, and notices of where to buy transit tickets.

Smiser doubts that any of the member buildings at first will prohibit employees from parking all day in their garages. Rather, she foresees long-term parking being phased out by attrition.

It will happen, she predicts, as more building operators are encouraged to devote what parking space they have to ride-share vehicles, to buses and to short-term parking.

## AFFECTED BUILDINGS

Employees in these downtown buildings will be part of an organized campaign to use transit or car pools for commuting under San Francisco's new Transportation Management Association:

- 255 Battery St.
- 275 Battery St.
- 750 Battery St.
- 333 Bush St.
- 101 California St.
- 345 California St.
- 351 California St.
- 580 California St.
- 733 Front St.
- 55 Green St.
- 88 Kearny St.
- 575 Market St.
- 901 Market St.
- 120 Montgomery St.
- 456 Montgomery St.
- 505 Montgomery St.
- 555 Montgomery St.
- 655 Montgomery St.
- 90 New Montgomery St.
- 233 Post St.
- 1 Sansome St.
- 303 Second St.
- 501 Second St.
- 502 Second St.
- 100 Spear St.
- 160 Spear St.
- 180 Spear St.
- 201 Spear St.
- 49 Stevenson St.

EXHIBIT B

Office of the Mayor
San Francisco

ART AGNOS

December 15, 1989

TO: Parking and Traffic Commisioners

FROM: Larry Florin

SUBJECT: Issues for resolution

Attached is a listing of personnel and functions to be transferred to the new department over the course of the next few months. This list does not include the administrative personnel that are currently the subject of discussion with the Department of Public Works and the Police Department. We do not anticipate resolving this issue prior to the arrival of Rina Cutler.

Also attached is a list of issues to be resolved over the next few months. This is only a partial list and will grow as new problems are discovered.

200 CITY HALL, SAN FRANCISCO, CALIFORNIA 94102

(415) 554-6141

## RECOMMENDED TRANSFER OF FUNCTIONS BETWEEN AGENCIES

| FROM | FUNCTION | TO |
|---|---|---|
| DPW Building Repair | Curb Painting | Traffic & Parking |
| DPW Traffic Engineering | IDCOTT | Traffic & Parking |
| DPW Traffic Engineering | Meter Planning | Traffic & Parking |
| DPW Traffic Engineering | Off-Street Parking Planning | Traffic & Parking |
| DPW Traffic Engineering | On-Street Parking Regulations | Traffic & Parking |
| DPW Traffic Engineering | RPP Zones | Traffic & Parking |
| DPW Traffic Engineering | Sign Shop | Traffic & Parking |
| DPW Traffic Engineering | Traffic Regulations | Traffic & Parking |
| DPW Traffic Engineering | Traffic Signals | Traffic & Parking |
| DPW Traffic Engineering | Meter Maintenance | Traffic & Parking |
| DPW Traffic Engineering | Traffic Signal Maintenance | Traffic & Parking |
| Parking Authority | Off-Street Parking | Traffic & Parking |
| Police | Communication Dispatch | Traffic & Parking |
| Police | Parking Control Officers | Traffic & Parking |
| Police | Parking Offense Towing | Traffic & Parking |
| Police | Parking Ticket Writing | Traffic & Parking |
| Police | Scofflaw Program | Traffic & Parking |
| Port* | Parking Meters on Port Land (a) | Traffic & Parking |
| Recreation & Park* | Off-Street Pkng on Agency Land (a) | Traffic & Parking |
| Redevelopment Agency* | Off-Street Pkng on Agency Land (a) | Traffic & Parking |
| Tax Collector | Parking Meter Coin Counting | Traffic & Parking |
| Tax Collector | Parking Meter Collection | Traffic & Parking |
| Tax Collector | RPP Sticker Issuance | Traffic & Parking |

(a) NOTE: Revenue would remain with agency

* Includes transfer of function only

EXHIBIT 2

ORIGIN OF TRAFFIC AND PARKING COMMISSION PERSONNEL

| | | |
|---|---|---|
| Traffic Engineering Division (includes engineers, signs, signals meter maintenance, curb painting, traffic regulations, planning) | 109 | |
| Vacancies | 9 | |
| Parking Control Officers | 215 | |
| Supervisory Positions | 8* | (not yet filled) |
| Parking Authority | 4 | |
| Tax Collector | 2 | |
| Total | 347 | |

(this includes only administrative directly attached to units to be transferred to new department. Does not include overhead personnel)

TO: Parking and Traffic Commissioners

FROM: Larry Florin

SUBJECT: Issues/Parking and Traffic Commission

Below are some of the issues/problems for various city agencies, as we discussed last week:

These agencies will be impacted by the creation of the new agency:

DPW:
Building Repair
Traffic Engineering
Electricity (?) (Traffic Signal Maintenance and Meter Maintenance may have already been transferred to Engineering)

- Concerned about loss of traffic engineering unit/not clear if this is a territorial dispute or a real need/will traffic engineering be split between DPW and P&T.

- Nobody in charge of sign shop (currently have approved staff assistant VIII position; unclear if position is actually budgeted)

- Work location/Sign Shop is at 18th & Bryant, meters at Rancon Street and Traffic Engineering is at 460 McAllister

- Who will be "Road Commissioner" for statewide purposes; I think this has legal implications

- Funding sources; currently gas tax for some effected positions; will this arrangement continue

- Administrative support for personnel moving to new positions, finance, clerical, personnel, data processing, etc. How will this be divided

PARKING AUTHORITY

- Where will this group fit in the new organizational structure (see Division of Off-Street Parking)

- Off-street parking fund is constantly taking "hits" without any rational long term, or for that matter, short term planning process

- Personnel: currently a (5) person operation. Is this enough to accomplish the work that it is being asked to do.

- Workplace location - lease at 25 Van Ness is due to expire at the end of the year. Should they renew, etc.

POLICE

- Management concerned about being able to "backfill" for the clerical support currently being performed, albeit it unofficially, for PCO's doing office duty. (About 15 PCO's)

- Labor: Support from the Police Department on the street/concerned about assaults

- Commnication: Does new department have to operate on a seperate "non police band" channel

- Will the three wheel Cushman's have to be scrapped because they do not meet State EPA standards. As police vehicles they are exempt from these standards.

- Location: They are currently at the Hall of Justice. Because of the parking for the Cushman's it may be hard to find an alternative location; how important is it that they be physically located in the same location.

- How are PCO's currently deployed/is it response to any rational plan or formula

TAX COLLECTOR

- The Residential Permit Parking program is currently housed in the tax collector's office. The Off-street parking fund pays for 2 full time professionals to process permits. One part time clerical actually does this.

- How are permits actually issued

- Collection of fees by new department.

- Potential personnel problems removing funding from this office.

REC AND PARK

Very simple: who will control management and revenues from parking operations on park and rec lands

REDEVELOPMENT

- Ditto

PORT

- Ditto

Municipal Court - One outstanding issue has been wether or not to consolidate the Municipal Court parking ticket processing function into the new department. This has generally been accomplished through the hiring of a private vendor. The advantage are that we get to integrate parking tickets into an overall management information system that we can use for the entire department. Most other major cities have accomplished this at the same time that they have consolidated functions.

The attached report outlines the product that we would be seeking from a private vendor. It also illustrates the financial and functional advantages of this type of system.

EXHIBIT C

# CIVIC CENTER EXPANSION

Current Garage Size: 840 spaces

Proposed Expansion:

| | | |
|---|---|---|
| 370 Spaces | Estimated Construction Cost | $13.9 million |
| | Estimated Bond Requirement | 20.4 million |
| 570 Spaces | Estimated Construction Cost | 21.5 million |
| | Estimated Bond Requirement | 31.3 million |

Alternatives

I. Eliminate or Reduce Monthly Parking In Garage

Currently there are 298 monthlies parking in garage. These include:

| | |
|---|---|
| 112 | Individuals |
| 1 | RIDES |
| 185 | Government |
| 298 | |

Individual monthlies pay $110/mo
Government agencies pay $91.67/mo
(Government agencies are exempt from paying parking tax)

Government agencies who pay for monthly spaces include:

| | |
|---|---|
| SF Bureau of Building Inspection | 7 |
| FBI | 76 |
| US Drug Enforcement Administration | 8 |
| US District Court Probation Office | 24 |
| US District Court Public Defender | 4 |
| US District Court Regular Court | 3 |
| US Department of Justice | 3 |
| US Internal Revenue Service | 7 |
| US District Court Execution Office of Trustees | 3 |
| US District Court Pretrial Service Agency | 5 |
| US Department of Housing & Urban Development | 10 |
| California Department of Industrial Relations | 20 |
| California Department of Justice | 12 |
| Californai State Police | 3 |

Up to 298 new transient spaces could be obtained by eliminating monthly parking. If the decision is made to maintain all or some monthly parking, it would be cheaper to acquire a surface lot in area and provide parking for monthly vehicles there.

II. Reconfigure and Restripe Garage

It is estimated that 20-30 new spaces could be obtained through reconfiguration of spaces in facility.

III. Convert Transient Parking to Attendand-Assist Type Parking on Full Time or Part time Basis

It is estimated that an additional 200 parking spaces in the garage can be obtained by using the attendant-assist (stack parking) method.

Adopting the attendant-assist method would greatly increase garage's labor and insurance cost. Some of this cost could be recovered by charging higher but still reasonable parking rates.

Additionally, the garage's ventilation system would probably have to be upgraded to accommodate emissions created by more vehicles in garage.

*

Even with these increased costs, it would be more economical to adopt al or a combination of these alternatives than to pay the $40,000-$55,000 per space cost of constructing new spaces for garage.

ARKING AUTHORITY

OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

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## NOTICE OF CANCELLATION OF MEETINGS

The regular meetings of the Parking and Traffic Commission scheduled for January 2 and January 16, 1990 have been cancelled. Special meetings of the Parking and Traffic Commission and Parking Authority are anticipated for the month of January. Notice of these special meetings will be forthcoming.

ARKING AUTHORITY

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

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NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, January 9, 1990
1:30pm

Room 282, City Hall
San Francisco, CA 94102

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. Roll Call

2. Adoption of Minutes

   Regular Meeting of the San Francisco Parking and Traffic Commission held on December 19, 1989

3. Director's Report

4. Commissioners' Questions and Matters

5. City Attorney's Report

6. Status Report on Department of Parking and Traffic

7. Public Comment

8. New Business

   a. Resolution No. 26 Rescinding Previous Passed Resolutions No. 23, 24 and 25
   b. Resolution No. 27 Awarding Contract to Evensen Dodge Inc./Charles A. Bell Securities Corporation to Serve as Financial Advisor to the Department of Parking and Traffic
   c. Resolution No. 28 Requesting Approval of Supplemental Appropriation from the Off Street Parking Fund in the Amount of $18,000 for Services of a Financial Advisor
   d. Western Addition Parking Corporation Budget Increase

9. Adjournment

CONTINUED ON BACK OF PAGE

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

1. Roll Call

2. Adoption of Minutes

Special Meeting of the San Francisco Parking Authority Held on December 19, 1989

3. Public Comment

4. New Business

a. Resolution No. 1133 Awarding Contract to Orrick, Herrington & Sutcliffe/Pamela Jue, Esq. to Serve as Bond Counsel to the Parking Authority
b. Resolution No. 1134 Requesting Approval of Supplemental Appropriations from the Off Street Parking Fund in the Amount of $18,000 for the Services of Bond Counsel

5. Adjournment

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

MEETING REPORT

SPECIAL MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, January 9, 1990
1:30pm
Room 317, Civic Auditorium
99 Grove Street
San Francisco, California 94102

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PRESENT:

| | |
|---|---|
| Commissioners: | Dick Grosboll, Acting Chairman |
| | Arnold Chin |
| | Sonia Melara |
| Staff: | Phil Chin, Acting Director |
| | Kevin M. Hagerty, Assistant Director |
| | Julian Hultgren, Deputy City Attorney |
| | Renee Faison, Recording Secretary |
| Guests: | Richard O. Guynn, Sutter-Stockton Garage |
| | Paul Newman, Keil & Connolly |
| | Dick Dole, Ellis-O'Farrell, Japan Center Garages |
| | David Pilpel, Modern Transit Society |
| | A. Ambers, Millbrae, California |

EXCUSED:

| | |
|---|---|
| Commissioners: | Darshan Singh, Chairman |
| | Angelo Quaranta, Vice Chairman |

The Acting Chairman called the meeting to order at 1:48pm.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF MINUTES

The Acting Director reported that the Minutes of the December 19, 1989 meeting of the Parking and Traffic Commission (PTC) have not been prepared due to the shortage of staff following that meeting caused by various illnesses within the office. Once the staff returned to full operation, energies were focused on the preparation of items for the January 9 meeting.

The Commission approved the submittal of the Minutes of the December 19, 1989 meeting at the January 23, 1990 Commission meeting.

DIRECTOR'S REPORT

The Acting Director gave a status report to the Commission on the following items:

Senior Parking Control Officers:

The San Francisco Police Department has hired 15 Senior Parking Control Officers (PCOs). Since the PTC will be assuming jurisdiction of the PCOs in six months, staff has requested an extension of the PCO of the probationary period from six months to twelve months. The issue was discussed and resolved at a meeting including the General Manager of Civil Service, the Deputy Controller, the Captain of Police responsible for police personnel matters and a representative for Union Local 790, as well as the Acting Director of the PTC.

California/Steiner Site Update:

Deputy City Attorney Andrew Schwartz has filed the approproiate documents and warrant with the Superior Court as the next step toward the acquisition of the California/Steiner site.

Leasing of New Offices:

Beginning January 10, the PTC will temporarily be leasing Suite 888 of 25 Van Ness Avenue for the new PTC Director and her support staff. The telephone numbers for the new Director and staff will be the same as those now in use.

Central Station:

The San Francisco Police Department have written the PA stating their desire to relocate the Central Station and sell their interest in both the Station and Vallejo Street garage to the Parking Authority (PA). Staff has consulted with the Deputy City Attorney's Office and the Department of Real Estate (DRE)

concerning the legality of such a purchase. The Acting Director reported that there appears to be a 25% restriction on property purchased by the PA for non-parking uses. In addition, the Off-Street Parking Fund, as specified in Traffic Code Section 213, cannot be used for the purchase of property for retail purposes. Staff will be meeting with the Police Department and DRE to discuss this issue further and to explore other alternatives.

Security Contract with Horizons Unlimited and Real Alternatives Program:

Deputy City Attorney Mara Rosales is serving on jury duty and has been unable to draft the security contract agreement for the 22nd & Bartlett and 16th & Hoff Garages. The contract with Horizons Unlimited and the Real Alternatives Program will be completed upon the Deputy City Attorney's return to work.

* *

Commissioner Chin inquired if Central Station would be a feasible site to house either the PCOs or the PTC Administrative Offices. The Acting Director responded that the Vallejo Street location is not ideal for either purpose. He explained that a site central to City Hall would be preferred for the PTC Administrative Offices because the Director and, perhaps, the Bureau Chiefs will be required to conduct business at City Hall daily. An industrial site is preferred to house the PCOs, their equipment, the sign shop, meter repair shop, and signal shop.

* *

The Acting Chairman requested a brief status report on the budget planning. The Acting Director responded that the PTC has been given an extension on the date to submit a Commission approved budget to the Mayor's Office. The due date is now March 17. The January 23rd meeting of the Commission will focus only on the budget. Meetings are needed between the PTC Director, the Director of Public Works and Chief of Police before many budget recommendations can be made to the Commission. However, budget initiatives will be presented at the next Commission meeting with dollar amounts included as much as possible.

Commissioner Chin commented on the budget process noting the vast responsibilities under Prop D and the many delays that have occurred preventing the consolidation of the Department. He suggested that it may be necessary for the Commission to take the worst case scenario in an attempt to go forward with the consolidation of the Department by the end of this calendar year. He further suggested that it may be necessary to handle negotiations with the various Departments separately.

Acting Chairman requested that as much budget information as possible be submitted to the Commission in advance of the January 23rd meeting.

CITY ATTORNEY'S REPORT

The City Attorney had nothing to report.

STAFF REPORT ON DEPARTMENT OF PARKING AND TRAFFIC

The Acting Director stated that Larry Florin was not able to be present at the meeting and noted that Rina Cutler will begin work officially on January 16.

PUBLIC COMMENTS

David Pilpel of the Modern Transit Society addressed the Commission noting several items:

- The January 9 Agenda indicates incorrectly that this is a Regular meeting of the Parking and Traffic Commission.
- The Resolution in Item A of the New Business section of the Agenda needs a more detailed description of the item.
- The Brown Act specifies that a yearly notice can be sent to persons on City government mailing lists to solicit interest in being removed from lists. This may aid in controlling Government costs.
- Possible funding sources for the PTC may be possible through funding from the State Transportation packages which include SCA-1, SB-300, AB-471.

* *

The Acting Chairman inquired about the availability of funds from the State Transportation Program and asked when the funds would be available. Mr. Pilpel stated that SCA-1 (increase of the gas tax) will be on the June Ballot and the availability of funds would depend on the passage of that legislation. He further stated that other State Transportation Funds have been created to allow for the flow of funds in the future.

The Acting Chairman noted his interest in placing the State Transportation Program issue on the agenda at a later date.

The Acting Director noted that several months ago, various City agencies -- Department of City Planning, Department of Public Works, MUNI Railway, Chief Administrative Officer and Public Utilities Commission-Finance -- prepared a package of programs for possible funding if SCA-1 passes. He stated that many of the PTC activities may be appropriate for funding by SCA-1 once the Department is consolidated and staff will look into the possibility of funding from that and other sources.

NEW BUSINESS

Resolution No. 26 Rescinding Previous Passed Resolutions No. 23 (Recommending that the Board of Supervisors Approve Award of a Contract to Evensen Dodge, Inc./Charles A. Bell Securities Corporation to serve as Financial Advisors to the Department of Parking and Traffic/Parking Authority), Resolution No. 24, (Recommending that the Board of Supervisors Approve Award of a Contract to Orrick, Herrington & Sutcliffe/Pamela S. Jue, Esq. to Serve as Bond Counsel to the Department of Parking and Traffic/Parking Authority) and Resolution No. 25 (Recommending Supplemental Appropriation from the Off Street Parking Fund for $35,000 for Services of a Financial Advisor and Bond Counsel)

The Acting Director gave an explanation of the procedural reasons for rescinding Resolutions No. 23, 24 and 25. He stated that the Resolutions should be repealed to allow for proper approval -- PTC Commission approval is needed for the awarding of the Financial Advisor contract, the PA Commission approval is needed for awarding of the Bond Counsel contract and supplemental appropriations for both contracts must be requested separately from the Mayor and the Board of Supervisors. The language of the new Resolutions (PTC No. 26, 27, 28 and PA No. 1133, 1134) appropriately states the intent of the previously passed Resolutions (No. 23, 24 and 25).

On motion of Commissioner Melara, seconded by Commissioner Chin, Resolution No. 26 rescinding previously passed Resolutions No. 23, 24 and 25 was adopted as drafted.

VOTE: AYES - Members Chin, Grosboll and Melara
EXCUSED - Members Quaranta and Singh.

Resolution No. 27 Approving Award of a Contract to Evensen Dodge, Inc./Charles A. Bell Securities Corporation to Serve as Financial Advisors to the Department of Parking and Traffic

On motion of Commissioner Chin, seconded by Commissioner Melara, Resolution No. 27 was adopted as drafted.

VOTE: AYES - Members Chin, Grosboll and Melara
EXCUSED - Members Quaranta and Singh.

Resolution No. 28 Recommending Supplemental Appropriation from the Off Street Parking Fund for $18,000 for Services of a Financial Advisor

On motion of Commissioner Melara, seconded by Commissioner Chin, Resolution No. 28 was adopted as drafted.

VOTE: AYES - Members Chin, Grosboll and Melara
EXCUSED - Members Quaranta and Singh.

Western Addition Parking Corporation Budget Increase

The Assistant Director described the Western Addition Parking Corporation's request for a budget increase of $6,000 in its health and welfare budget for the period from fiscal year April 1, 1989 to March 31, 1990. Richard Dole, Attorney for the Western Addition Parking Corporation, briefed the Commission stating that the funds are needed to offset the cost of the health and welfare budget item due to the hiring of additional personnel by the Japan Center Garage while water proof renovations were being conducted. This budget item request is for an increase from $40,000 to $46,000.

On motion of Commission Melara, seconded by Commission Chin, the Western Addition Parking Corporation budget increase was approved from $40,000 to $46,000.

VOTE: AYES - Members Chin, Grosboll and Melara
EXCUSED - Members Quaranta and Singh.

ADJOURNMENT

Thereupon the Special Meeting of the Parking and Traffic Commission was adjourned at 2:14pm.

RECONVENE
SPECIAL MEETING OF THE PARKING AUTHORITY

The Acting Chairman called the meeting to order at 2:14pm.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF MINUTES

The Minutes of the December 19, 1989 meeting of the Parking Authority will be submitted at the next meeting of the Commission scheduled for January 23, 1990.

PUBLIC COMMENT

There were no public comments.

NEW BUSINESS

Resolution No. 1133 Approving Award of a Contract to Orrick, Herrington & Sutcliffe/Pamela S. Jue, Esq. to Serve as Bond Counsel to the San Francisco Parking Authority

On motion of Commissioner Melara, seconded by Commissioner Chin, Resolution No. 1133 was adopted as drafted.

VOTE: AYES - Members Chin, Grosboll and Melara
EXCUSED - Members Quaranta and Singh.

Resolution No. 1134 Recommending Supplemental Appropriation from the Off Street Parking Fund for $18,000 for Services of a Bond Counsel

On motion of Commissioner Melara, seconded by Commissioner Chin, Resolution No. 1134 was adopted as drafted.

VOTE: AYES - Members Chin, Grosboll and Melara
EXCUSED - Members Quaranta and Singh.

* *

Commissioner Chin stated his concern regarding the Bond Councel rates and his belief that the rates are exorbitant as compared to City attorney fees. He further stated that in the future, rates for services should be discussed at length.

The Acting Director reminded the Commission that there is a 25% discount on the Bond Counsel fees.

The Acting Chairman stated that the market rates for Bond Counsel services is extremely high and that the rates of the selected firm are the general market rates.

Commissioner Grosboll inquired about itemized bills for services. The Assistant Director stated that itemized bills would be provided quarterly. Further, he noted that staff requested the assistance of Bob Kenealey of the City Attorney's Office to research the Bond Counsel fees. Mr. Kenealey compared the rates of various firms and reported that the fees requested by Orrick were competitive.

After staff and Committee review, it was determined that the fees for services rendered by Orrick, Herrington, Sutcliffe/Pamela S. Jue, Esq. are in the general market rates.

**ADJOURNMENT**

Thereupon the meeting adjourned at 2:38pm.

Respectfully submitted,

Phil Chin
Director

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

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NOTICE

SPECIAL MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, January 23, 1990
1:30p.m.

Civic Center Auditorium
99 Grove Street, Room 317
San Francisco, California

AGENDA

SPECIAL MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. Roll Call

2. Adoption of Minutes

   Regular Meeting of the San Francisco Parking and Traffic Commission held on December 19, 1989 and Special Meeting of the San Francisco Parking and Traffic Commission held on January 9, 1990

3. Director's Report

4. Commissioners' Questions and Matters

5. City Attorney's Report

6. Status Report on Department of Parking and Traffic

7. Public Comment

8. New Business

   a. Discussion of Budget Issues for Fiscal Year 1990/91

9. Adjournment

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

MEETING REPORT

SPECIAL MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, January 23, 1990
1:30pm
Room 317, Civic Auditorium
99 Grove Street
San Francisco, California 94102

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PRESENT:

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Arnold Chin
Dick Grosboll
Sonia Melara

Staff: Rina Cutler, Director, Parking and Traffic Commission
Phil Chin, Director, Parking Authority
Kevin M. Hagerty, Assistant Director, Parking Authority
Julian Hultgren, Deputy City Attorney
Renee Faison, Recording Secretary

Guests: Norman Rolfe, S.F. Tomorrow
David Pilpel, Modern Transit Society
Stacy Becker, Budget Director, Office of the Mayor
Larry Florin, Assistant to the Mayor
Gary Levin, Automuni
Merv Silberberg, SFNE

The Chairman called the meeting to order at 1:44pm.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF MINUTES

On motion of Commissioner Melara, seconded by Commissioner Grosboll, the Minutes of the December 19, 1989 Regular Meeting of the Parking and Traffic Commission (PTC) were adopted as drafted.

VOTE: AYES - Members Chin, Grosboll, Melara, Quaranta and Singh

On motion of Commissioner Melara, seconded by Commissioner Grosboll, the Minutes of the January 9, 1989 Special Meeting of the Parking and Traffic Commission (PTC) were adopted as drafted.

VOTE: AYES - Members Chin, Grosboll, and Melara
ABSTAIN - Members Quaranta and Singh

DIRECTOR'S REPORT

The Director's report can be found in the New Business Section of the Minutes.

The Parking Authority Director gave the Commission a briefing on the following items:

California/Steiner Status Report

On January 4, 1990, Deputy City Attorney Andrew Schwartz filed an Order for Immediate Possession with the Superior Court on the behalf of the Parking Authority regarding the acquisition of the California/Steiner Street property. The writ will be presented to the property owner once the Judge has signed the document. The property owner will then have 30 days in which to respond to the Order.

Polk-Bush Status Report

On January 29, 1990, Gordon Chong and Associates will present the schematic design of the Polk-Bush Garage to the Project Advisory Committee for review and comment. The Design Team will then report to the Commission on the outcome of that meeting.

5th and Mission Garage Expansion Project Status Report

On January 5, 1990, the statement of Negative Declaration for the expansion of the 5th and Mission Garage was issued by the Department of City Planning. The public has 20 days following the issuance of the Negative Declaration in which to review and comment on the project.

Possible Acquisition of an Inner Richmond Site

The Coliseum Theater located at 9th and Clement in the Inner Richmond district is for sale and the PTC staff, with the assistance of the Department of Real Estate, is researching the possibility of acquiring of the property.

Financial Advisor and Bond Counsel Update

Staff has filed the Commission-approved supplemental appropriations request for the services of a Financial Advisor and Bond Counsel with the Mayor's Budget Office. A response is pending.

* * * * *

The Commission thanked the Director of the Parking Authority for his efforts as Acting Director of the Parking and Traffic Commission and commended him for a job well done.

COMMISSIONERS'S QUESTIONS AND MATTERS

The Chairman reported that the Mayor has contacted him requesting that the PTC Director and Commission evaluate the effectiveness of the Amnesty and Boot Implementation Program. The Chairman asked that the Director respond to the Mayor's request as soon as possible. The Director stated that upon receiving a carbon copy of the Mayor's letter to the Chairman, she contacted Supervisor Hsieh requesting a meeting relative to the proposed ordiance. The Director will report the outcome of that meeting to the Commission.

CITY ATTORNEY'S REPORT

The City Attorney had nothing to report.

STAFF REPORT ON THE DEPARTMENT OF PARKING AND TRAFFIC

Larry Florin recommended that the task of reporting on the Department of Parking and Traffic be turned over to the Director. The Commission concurred with Mr. Florin's recommendation.

PUBLIC COMMENTS

David Pilpel, of the Modern Transit Society, addressed the Commission on two items:

(1) Updating the mailing list annually - Mr. Pilpel stated that this may aid in reducing City government spending. He provided the Commission with a sample mailing list verification letter.

(2) Congestion management - Mr. Pilpel reported that the Metropolitan Transportation Committee (MTC) has met concerning the State transportation package and the gas tax increase ballot measure. He stated that there may possibly be amendments to the State transportation legislation and there is uncertainty how the funding will be handled. He suggested that the PTC apply for congestion relief if the measure passes in June.

NEW BUSINESS

The Director briefed the Commission on the Fiscal Year 1990/91 budget preparations. She noted the various meetings she has convened with departments relative to the reorganization process and provided the Commission with a memorandum outlining issues that will require policy decisions when the draft budget is prepared.

The Director stated the need for Commission approval on the Department's goals and budget format and recommended the following goals be adopted by the Department: to promote public safety, to preserve the quality of life in the City's neighborhoods, to promote the economic viability of our commercial districts, to be more responsive to requests for services, to maximize appropriate revenues, to develop programs which promote the City's transit first policy, and to update and redefine the shared use of public roadways in order to balance the demands for both traffic and parking needs.

* *

Commissioner Melara stated that she is satisfied with the goals as determined by the Director but noted that they may be refined at a later date. All members concurred with Commissioner Melara.

* *

The Director introduced Stacy Becker, the Budget Director of the Mayor's Office, and requested that Ms. Becker describe to the Commission the various options for budget categories of the new department.

Stacy Becker provided the Commission with a description of the organization and budget structure of the Department of Public Works (DPW) (Exhibit A) suggesting that DPW's budget format be used as a guide in developing PTC's budget format. She focused on the transfer of DPW's Traffic Engineering Bureau into the new department and explained DPW's department structure as follows:

> DPW consists of ten bureaus -- Administration, Architecture, Building Inspection, Building Repair, Clear Water, Engineering, Water Pollution Control, Street Cleaning and Urban Forestry, Street & Sewer Repair and Traffic Engineering. The Administration Bureau provides support and supervision to each of the other nine bureaus and funds from the Administration Bureau are apportion to the other bureaus. The Administration Bureau presently has $7 million within its budget, $600,000 of which is alloted to the Traffic Engineering Bureau.
>
> Each bureau of DPW is divided into three budgets -- The Operations Budget, the Interdepartmental Budget and the Overhead Budget. The Operations Budget funds the day-to-day operating functions of DPW, the Interdepartmental Budget funds work that is performed for other departments and Overhead Budget provides funds for support and supervisory functions of both the Interdepartmental and Operations Budget. The employees of these three budget areas are funded by the Personnel Budget.

Ms. Becker noted the Overhead Budget is not used in any other department of the City government except the DPW and could possibly be merged into the Operations Budget. She explained that DPW uses the Overhead Budget for cost accounting so that overhead costs are clearly defined when applying for Federal and State funds.

* *

Commissioner Chin inquired about the funds presently budgeted by DPW for work order functions that PTC, after the transfer, will perform in-house. He asked if PTC could transfer the funds from the Interdepartmental Budget to the Operations Budget.
Ms. Becker responded that $1.4 million is now allocated to the Traffic Engineering Interdepartmental Budget and that amount can be transferred to the Operations Budget by PTC.

Commissioner Chin noted that there may be transitional and efficiency problems and asked if these issues could be factored into the $1.4 million. Ms. Becker replied that the efficiency issue will be considered.

Commissioner Melara inquired about the effects of the transfer on personnel and staffing. Ms. Becker replied that the staffing issue is a concern and will be investigated carefully. She stated that several persons are employed by DPW to perform dual jobs and decisions will have to be made concerning placement of that staff. She further stated that new positions may have to be added to accommodate all departments. The Director remarked that negotiations will be necessary with the impacted departments.

The Director asked Ms. Becker if there would be a negative effect on State and Federal funding if PTC were to omit the Overhead Budget from their budget format. Ms. Becker replied that it would not have a negative effect and that several departments receive Federal and State reimbursements without the use of the Overhead budgeting method. Those departments use a cost allocation plan whereby funds are apportioned to whatever service or project costs are being provided. Ms. Becker suggested that PTC develop a cost allocation plan rather than an Overhead Budget plan.

The Director asked if the cost allocation plan is formula based. Ms. Becker answered that it varies within departments.

Commissioner Chin asked for information on the transfer of equipment from DPW to PTC. Ms. Becker stated that transfer of the equipment will be a part of the negotiation process that will take place over the next few months. She further stated that presently equipment is budgeted in Overhead Budget but that will not preclude PTC from budgeting for the necessary equipment. She noted that equipment cannot be purchased with work order funds.

Commissioner Chin asked if maintenance of the equipment is presently funded in DPW's Overhead Budget. Ms. Becker answered that she is uncertain but believes that DPW has an in-house capability to maintain equipment. She noted that if DPW's equipment maintenance is work ordered to another department, PTC will maintain that work order capability in its budget. If maintenance is done within DPW, PTC may need to work order DPW to maintain equipment.

* *

The Director recommended that PTC's budget have three components: 1) General Operations Budget, 2) Interdepartmental Budget and 3) Off Street Parking Fund Budget. She suggested that the functions of the Overhead Budget be omitted from the PTC budget and transferred to the other budget areas.

The Commission concurred with the Director's recommendation.

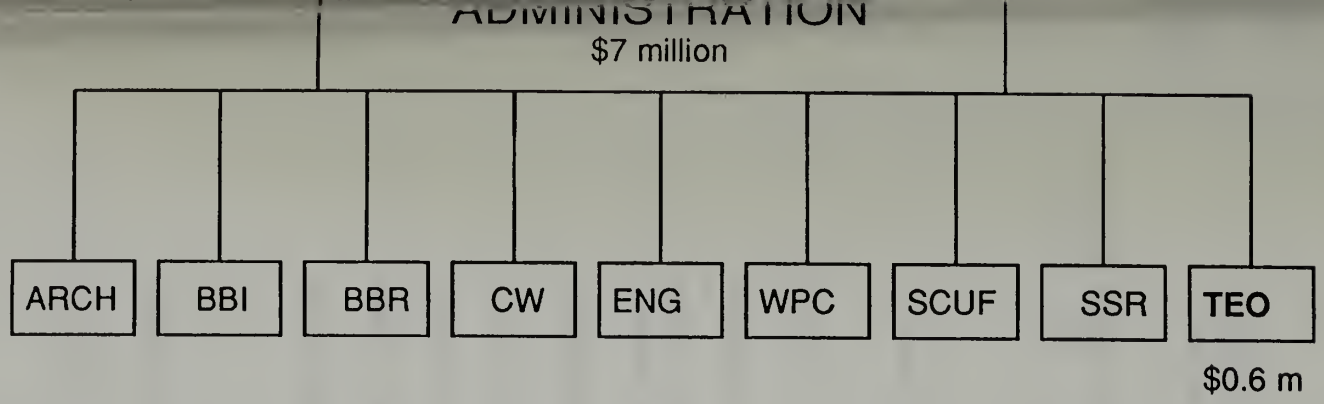
The Chairman requested that Ms. Becker appear at Commission meetings until the budget has been finalized.

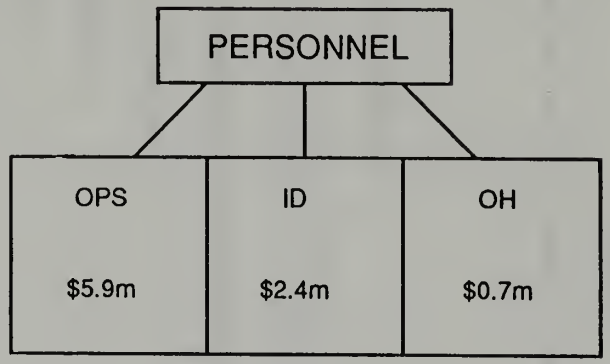
ADJOURNMENT

Thereupon the meeting was adjourned at 2:38pm

Respectfully submitted,

Rina Cutler
Director
Parking and Traffic Commission




OPS (operations budget): day-to-day operating functions
ID (interdepartmental budget): work performed for other departments/DPW bureaus; capital projects--staff charge to various fund sources
OH (overhead): support and supervision of both ID and OPS budgets

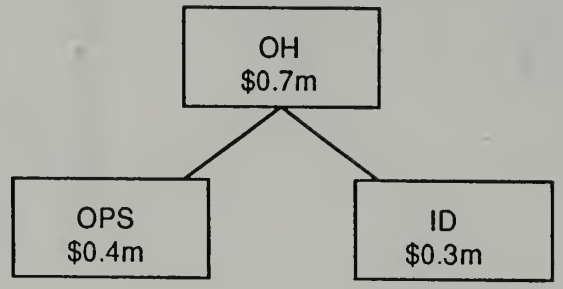



EXHIBIT "A"

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

Tuesday, February 6, 1990
1:30p.m.

Room 282, City Hall
San Francisco, CA 94102

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. Roll Call

2. Adoption of the Minutes

   Special Meeting of the San Francisco Parking and Traffic Commission held on January 23, 1990

3. Commissioners' Questions and Matters

4. City Attorney's Report

5. Director's Report

6. Public Comment

7. Adjournment

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RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

1. Roll Call

CONTINUED ON BACK OF PAGE

2. Adoption of the Minutes

Special Meetings of the San Francisco Parking Authority held on December 19, 1989 and January 9, 1990

3. Public Comment

4. New Business

a. Resolution No. 1135, Approving and Adopting Performing Arts Garage Commercial Space Legal Bid Documents and Authorizing Release of Invitations to Bid

b. Resolution No. 1136, Approving Assignment of Parcel 2 Commercial Lease at Moscone Center Garage

5. Adjournment

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

MEETING REPORT

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, February 6, 1990
1:30pm
Room 282, City Hall
San Francisco, California 94102

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PRESENT:

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Arnold Chin
Dick Grosboll
Sonia Melara

Staff: Rina Cutler, Director, Parking and Traffic Commission
Phil Chin, Director, Parking Authority
Kevin M. Hagerty, Assistant Director, Parking Authority
Julian Hultgren, Deputy City Attorney
Renee Faison, Recording Secretary

Guests: Richard O. Guynn, Sutter-Stockton Garage
Jonathan L. Weber, System Parking, Inc.
Harry Quinn, S.F. Department of Real Estate
Claudine Venegas, S.F. Department of Real Estate
Russell W. Presting, S.E. Onorato Garages
Shawn Saslafely

The Chairman called the meeting to order at 1:40pm.

ROLL CALL

The roll call indicated quorum present. Commissioners Chin and Grosboll were excused from the beginning of the meeting. Commissioner Grosboll entered the meeting at 1:50pm and Commissioner Chin entered the meeting at 2:14pm.

ADOPTION OF MINUTES

Many of the Commissioners did not receive the mailing of the January 23 Minutes. It was, therefore, decided that the Minutes of the January 23, 1990 meeting of the Commission will be voted upon at the February 20, 1990 meeting of the Commission.

COMMISSIONERS' QUESTIONS AND MATTERS

There were no questions or matters raised at the meeting.

CITY ATTORNEY'S REPORT

The City Attorney reported on the progress of the drafting of the 5th and Mission Garage lease. He noted that the refinancing of the Garage will be made possible through the sale of bonds. He stated that he has met with representatives from the San Francisco Parking Authority (PA), the San Francisco Department of Real Estate (DRE) and the Controller's Office regarding the terms of the lease. He reported that all issues have been resolved, the lease is being redrafted and will be submitted to the Bond Counsel for review. Following that review, the document will be prepared in final form.

* *

Commissioner Melara inquired about the status of a request from an outside organization for a childcare center in the 5th and Mission Garage. The Director of PA responded that an environmental review of the site had raised issues concerning air quality that would make the site inappropriate for a childcare center.

* *

Commissioner Grosboll entered the meeting.

DIRECTOR'S REPORT

PARKING AND TRAFFIC COMMISSION REPORT

The Director addressed the Commission on the need for transitional staffing to aid in the necessary processes involved in the creation of the new department. She proposed the Commission adopt a transitional staffing plan that would add five temporary positions to the department. These personnel -- one staff assistant, three principal administrative analysts and one executive secretary -- would assist in the analysis that is necessary to resolve issues prior to the beginning of the new fiscal year and aid in alleviating the inevitable heavy workload that will exist during that time period. She noted that the positions would be funded out of salary savings thereby requiring no additional allocation by the City.

The Director stated that the issue became apparent after the Agenda had been published but stressed the need for an immediate Commission vote on the item to enable it to be resolved as soon as possible. She requested the City Attorney's counsel on placing the item on today's agenda.

The City Attorney stated that a matter must be on the agenda in order for the Commission to act on it. He noted, however, that if an issue arises after the agenda has been published for which the Commission considers immediate action necessary, the matter can be added to the agenda under New Business by two-thirds vote of the Commission.

On motion of Commissioner Quaranta, seconded by Commissioner Melara, the item of transitional staffing was placed on the February 6, 1990 Parking and Traffic Commission Agenda under the New Business Section.

VOTE: Ayes: Members Grosboll, Melara, Quaranta and Singh
Noes: None
Excused: Member Chin.

* * * * *

PARKING AUTHORITY REPORT

The Director of the Parking Authority reported to the Commission as follows:

California/Steiner Progress Report

Possession of the California/Steiner site may be possible within approximately 90 days after the property owner is served with the Order for Immediate Possession. City Attorney Andrew Schwartz has prepared the proper notification for the Central Relocation Office and the two tenants of the property.

Polk-Bush Garage

The Citizens Advisory Committee has met with the Polk-Bush Design Team to review and comment on the preliminary Polk-Bush Design. Those designs will be presented to the Commission at the February 20th meeting at which time approval will be requested.

PUBLIC COMMENT

There were no comments from the public.

NEW BUSINESS

Transitional Staffing

Commissioner Grosboll inquired about the status of the 1990-91 budget. The Director responded that work on the budget was progressing. She noted, however, that shortage of staff has made the process difficult. She stated that the additional personnel would address issues that need to be resolved, such as (1) the establishment of a personnel and payroll system to ensure employees will receive paychecks when transferred to the new department; (2) personnel issues which require in-depth work with the Civil Service Commission; (3) labor relations issues with recognized City unions and addressing employee concerns about the reorganization; (4) completion of a fiscal year '90-91 budget and transition plan; (5) analyzing current operations within effected City departments with recommendations for changes prior to implementation; (6) addressing the issue of location/locations of new department; (7) addressing the issue of security; (8) addressing the issues of a radio communications system; (9) developing a public information program to maintain relations with community groups and the business community who have expressed an interest in the new department; (10) working with the Municipal Court and the City Controller to develop revenue projections and to finalize a decision on whether or not the City should contract out some pieces of its collection processes; and (11) analyzing the recommendations for a scofflaw/boot program and improvements in the Residential Parking Program.

The Director gave an explanation of the duties of each position stating that the Staff Assistant would be responsible for preparation of the FY '90-91 budget as well as revenue projections for the next fiscal year; the three Principal Administrative Analysts will be responsible for (1) analyzing current operations involved in the reorganization, developing operational procedures, addressing issues of location, radio communications and security and inter-departmental liaison to impacted departments, (2) systems implementation, labor relations, civil service issues, and (3) development of transitional and outreach plans to community groups and business community; and the Executive Secretary will provide support services and relieve workload..

The Director further stated that she is seeking to transfer the balance of surplus funds into the following line items:

Moving the $5,000 authorized Director's relocation expenses into miscellaneous services; and

Moving $3,000 into the travel line to accommodate site visits for the staff and Commission since the City is likely to initiate a request for proposals for either collection purposes and/or an integrated parking management system.

Commissioner Grosboll suggested that the '90-91 budget item be placed on the agenda soon to allow for public testimony. The Director stated that the item will be placed on the February 20 and March 6 agenda.

* *

Commissioner Chin entered the meeting and the Director briefed him on her transitional staffing plan.

* *

Commissioner Grosboll inquired about the need for a special PTC meeting between March 6 and March 16 to address the issue of the budget. The Director stated that a special meeting may be needed and suggested that the issue be addressed at the next meeting of the Commission.

Commissioner Grosboll asked for an explanation of the site visits for which the Director has requested funds. The Director responded that a RFP is likely to be issued for processing collections and/or an integrated parking management system. She stated that RFPs usually require that the bidding companies give five references of other locations in which they are currently performing the services. She suggested that the Commission may wish to make site visits to the various location to investigate how the systems operate.

On motion of Commission Melara, seconded by Commissioner Quaranta, the Director's recommended transitional staffing plan was approved.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Singh.

ADJOURNMENT

Thereupon the meeting was adjourned at 2:23pm.

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

The Chairman called the meeting to order at 2:24pm.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF THE MINUTES

On motion of Commissioner Melara, seconded by Commissioner Quaranta, the minutes of December 19 and January 9 meeting of the San Francisco Parking Authority were approved as drafted.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Singh.

PUBLIC COMMENTS

There were no comments from the public.

NEW BUSINESS

Resolution No. 1135, Approving and Adopting Performing Arts Garage Commercial Space Legal Documents and Authorizing Release of Invitation to Bid

The Assistant Director of the Parking Authority briefed the Commission on Resolution No. 1135. He stated that Commercial Space No. 2 at Performing Arts Garage was vacated after the gift shop that occupied that space went out of business. The San Francisco Department of Real Estate (DRE) has recently completed preparation of a new lease and bid documents for the space and have recommended the space be leased for $1.00 per square foot ($1,938). He then introduced Harry Quinn of the DRE to answer questions regarding the documents and bid process.

Commissioner Grosboll asked Mr. Quinn how DRE arrived at the recommended minimum rent figure. Mr. Quinn stated that the $1,938 was the amount the last tenant paid for rent. He noted that the last tenant grossed only approximately $1,200 per month because the area gets only minimum traffic. However, the last tenant made several improvements to the space -- an alarm system, carpeting and air condition -- which should enhance the chances of leasing the space.

Commissioner Grosboll inquired about the time period for the bid process. Mr. Quinn stated that the bid process will open in approximately seven weeks. He explained that the advertising period will take approximately six weeks. Mr. Hagerty noted that following the bid process, the Commission will be requested to approve the award of the bid to the highest responsible bidder.

Commissioner Chin asked why it took approximately five months before the lease was written. Mr. Quinn stated that there was a delay of approximately a month when the tenants were vacating the premises due to medical problems they were having. After that time, the SF Opera Company had expressed an interest in leasing the space. In December, 1989, the Opera Company notified the DRE that their Commission had voted against the location. After that time, Christmas holidays came and further slowed the process.

On motion of Commissioner Chin, seconded by Commissioner Melara, Resolution No. 1135 was adopted as drafted.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta, Singh.

Resolution No. 1136 Approving Assignment of Commercial Lease Parcel Two to the Moscone Center

On December 1, 1984 Paul Hui, Paul Tong and David Fabian entered into a lease agreement with the PA to operate a restaurant in Commercial Space No. 2 at the Moscone Center Parking Garage. In February, 1988 the tenant requested and the PA Commission approved an assignment of the lease to Jaime Ang and Un Sing Ng. Subsequent to that action, Un Sing Ng sold his interest to Jaime Ang. Mr. Ang is now requesting that his interest in the lease be assigned to Anthony Ang Austria. The DRE reviewed the financial stability of the proposed assignee and found him to be an acceptable tenant.

Harry Quinn of DRE responded to Commission questions.

Commissioner Melara asked Mr. Quinn if Mr. Ang was selling his interest in the lease to Mr. Austria. Mr. Quinn responded that Mr. Austria and Mr. Ang are consolidating their interest in the lease.

On motion of Commissioner Melara, seconded by Commissioner Chin, Resolution No. 1136 was approved as drafted.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Singh.

* * * * *

Regarding the Parking Meter Program Review Audit Report that was provided to the Commission as an enclosure in their binders, Commissioner Grosboll requested that the auditors address the Commission in the near future. The Director concurred and further stated that the Audits Director has requested the PTC respond to their recommendations within 45 days.

* *

Regarding the Denver Boot/Amnesty Program, Commissioner Grosboll asked if the item would be coming before the Commission for a vote as a item or as a part of the budget package. The Director stated that she will present her recommendations to the Commission as this is a policy matter rather than an operational issue.

Commission Chin asked if the issue could be placed on the agenda in near future to allow for comments from the public. The Director stated that the issue would be placed on the next agenda for public input.

* *

Commissioner Melara inquired about the status of PTC neighborhood meetings. The Director of the Parking Authority answered that the issue is being addressed by the Mayor's Office and will be acted on soon.

The City Attorney noted that the City codes currently require that regular meetings be held in regular places. He noted, however, that the code section will be amended to include a statement that meetings will be held either in regular places or places designated by Commission.

Commissioner Melara asked if the second meeting of each month could be used for neighborhoods meetings since the City Code only requires one Commission meeting each month. The Director of the Parking Authority stated that the PTC Bylaws would have to be changed if this were to occur.

* *

Commissioner Melara thanked the Director for preparing written Director's Reports for each meeting and commented on how informative the reports have been. She requested that the Director continue to provide the Commission with reports in the future. She further requested that each department provide the Commission with a report outlining their functions and activities. The Director concurred.

**ADJOURNMENT**

Thereupon the meeting was adjourned at 2:45pm.

Respectfully submitted,

Rina Cutler
Director
Parking and Traffic Commission

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

Tuesday, February 20, 1990
1:30p.m.

Room 282, City Hall
San Francisco, CA 94102

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

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1. Roll Call

2. Adoption of the Minutes

   Special Meeting of the San Francisco Parking and Traffic Commission (PTC) held on January 23, 1990 and Regular Meeting of the PTC held on February 6, 1990

3. Commissioners' Questions and Matters

4. City Attorney's Report

5. Director's Report

6. Public Comment

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7. Unfinished Business

   a. Discussion of 1990-91 Budget

8. New Business

   a. Discussion of the Denver Boot/Amnesty Program
   b. Approval of Preliminary Polk-Bush Garage Design
   c. Approval of New Rates for Car Detailing and Washing Services at Golden Gateway Garage

9. Adjournment

CONTINUED ON BACK OF PAGE

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

1. Roll Call

2. Adoption of the Minutes

   Special Meeting of the San Francisco Parking Authority held on February 6, 1990

3. Public Comment

4. Adjournment

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PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

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MEETING REPORT

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, February 20, 1990
1:30pm
Room 282, City Hall
San Francisco, California 94102

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PRESENT:

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Arnold Chin
Dick Grosboll
Sonia Melara

Staff: Rina Cutler, Director, Parking and Traffic Commission
Phil Chin, Director, Parking Authority
Julian Hultgren, Deputy City Attorney
Renee Faison, Recording Secretary

Guests: Supervisor Tom Hsieh, S.F. Board of Supervisors
Donna Orbick, Board Legislative Staff Member
Michael Cronbach, MUNI
Russell W. Presting, S.E. Onorato Garages
Norman Rolfe, S.F. Tomorrow
Harry Quinn, S.F. Department of Real Estate
Claudine Venegas, S.F. Department of Real Estate
Stacy Becker, Budget Director, Office of the Mayor
Michael Chanus, Gordon Chong and Associates
Sam Nunes, Gordon Chong and Associates
Francis J. Clauss, Ph.D.
Scott Hoage, President, S.B. Network
Jim Lazarus, S.F. Chamber of Commerce
Richard Thomas, R.T. Panic

The Chairman called the meeting to order at 1:40pm.

ROLL CALL

The roll call indicated quorum present. Commissioner Quaranta was excused from the beginning of the meeting.

* * * * *

Supervisor Hsieh was granted permission to address the Commission on the matter of the Amnesty/Denver Boot Program prior to its scheduled time of hearing because he was unable to attend the full Commission meeting.

The Supervisor gave a brief history of the 1985 Denver Boot legislation noting that it was rejected by the Board of Supervisors. He stated that the program was opposed by the public and various organizations because it was considered to be an unfair penalty. The amnesty program was not a part of that program.

In reconsidering the legislation, the Supervisor sought to develop a program that would be both fair to the public as well as revenue generating for the City. A combination of the amnesty/boot program was felt to be the solution. The proposed amnesty program would give violators thirty days to pay the face value of tickets before the commencement of the boot program.

The Supervisor explained that there are approximately 1.4 million violators within the City who have ten tickets or more. He stated that a budget analysis report generated by the Board dated October, 1989, indicates that the program would generate approximately $7 million in revenue for the City. He noted that the program would be on trial basis during its first year.

The Supervisor concluded by requesting favorable support by the PTC Commission for the implementation of the amnesty/boot legislation.

* *

Commissioner Grosboll asked the Supervisor if the number of parking and traffic offenders is 1.4 million as he stated or 30,000 as the newspapers had reported. The Supervisor responded that there are 30,000 vehicles with 10 or more tickets but there are 1.4 million offenders.

Commissioner Grosboll inquired if testimony at Board hearings addressed concerns about possible inadequate recordkeeping by the Court or fears that individuals with less than 10 tickets

would inadvertently have their vehicles booted. The Supervisor responded that there has been no testimony of that nature. Further, he has been assured by Muni Court that the system of recordkeeping for tickets is adequate. Also, he stated that Muni Court is willing to modify their computer system to meet the requirements of both the amnesty program and future citation operations of the new department.

Commissioner Grosboll asked if the public would receive formal notification of the amnesty program before implementation. The Supervisor replied that the legislation does not address the implementation of the program. Implementation would be the responsibility of PTC. The Supervisor, however, expressed his desire that the public be notified well in advance of the amnesty program to give them sufficient time to plan for the payment of tickets.

Commissioner Grosboll asked if the Supervisor would be opposed to a notification procedure after ten tickets have been issued. The Supervisor replied that he would not oppose a notification procedure. The Director noted that the California Vehicle Code requires seizures notices in boot programs.

Commissioner Chin stated that the legislation indicated booting would occur for vehicles with 5 tickets or more and asked if the legislation had been revised. The Supervisor responded that the legislation had, in fact, been revised to correspond with the Police Department's towing regulations whereby vehicles are towed when they have received 10 tickets or more.

Commissioner Grosboll asked if the individuals with ten or more tickets are violating their license renewal right. The Supervisor replied that the State law has several loopeholes.

Commissioner Chin asked if the boot legislation addressed booting vehicles in tow zones. The Supervisor responded that vehicles would not be booted in tow zones areas, on sidewalks, or in places that would impede, stop or handicap traffic flow in any manner. He noted that the boot legislation would not replace towing regulations.

Commissioner Melara expressed her concern about accurate ticket recordkeeping.

The Supervisor added the Parking and Traffic Commission is fortunate to have a Director who has experience in the boot program.

ADOPTION OF MINUTES

On motion of Commissioner Melara, seconded by Commissioner Grosboll, the Minutes of the January 23, 1990 Special Meeting of the Parking and Traffic Commission (PTC) was approved as drafted.

VOTE: Ayes - Members Chin, Grosboll, Melara and Singh.
Excused - Member Quaranta

On motion of Commissioner Chin, seconded by Commissioner Melara, the Minutes of the February 6, 1990 Regular Meeting of the PTC was approved as drafted.

VOTE: Ayes - Members Chin, Grosboll, Melara and Singh.
Excused - Member Quaranta

COMMISSIONERS' QUESTIONS AND MATTERS

Commissioner Grosboll inquired about the status of the budget. The Director noted that the item is addressed under the Unfinished Business section.

CITY ATTORNEY'S REPORT

The City Attorney reported on the status of legislation that would allow commission meetings to be held in places other than regular meeting places. He stated that the matter was heard last week by the Rules Committee.

The Director of the Parking Authority added that the legislation was passed by the Rules Committee. However, the Rules Committee attached an amendment to the legislation requiring an additional 30-day notice be given to the public when meetings are held in alternate sites. He stated that the item is scheduled for full Board hearing today.

DIRECTOR'S REPORT

The Director updated the Commission on the budget for the current fiscal year. She provided the Commission with a copy of a letter she has submitted to Supervior Walker, the Chairperson of the Finance Committee, (Exhibit A) requesting release of funds that have been approved but held in reserve within the Department. She stated that the funds will be applied to the transitional staffing salaries.

The Director reported that she has met with Civil Service Commission (CSC) representatives who have approved the PTC transitional staffing plan. CSC has, however, suggested using the bureau chief classification on a temporary basis rather than creating a temporary staff assistant position. This temporary bureau chief classification has been approved through the 30th of September to allow for a thorough transition plan.

The Director also briefed the Commission on a recommendation from Supervisor Walker that training and consultant services be added to the transitional plan during the remainder of this fiscal year whereby some initial training and necessary consultating can be completed prior to the reorganization in July, 1990. The Director stressed that no additional funds will be needed for the training and consultant services.

* *

The Chairman inquired about the difference in the classification of the positions of bureau chief and staff assistant. The Director responded that the salary ranges of each position are approximately the same. She explained that the bureau chief positions would likely be included in the budget for next year but it is not currently her priority.

Commissioner Melara questioned if the personnel holding the temporary positions would be required to leave at the end of the fiscal year or would they be considered for permanent positions. The Director responded there is a possibility some of the temporary staff would be retained as permanent staff, however, their temporary titles would not be retained.

## PUBLIC COMMENTS

There were no public comments.

## UNFINISHED BUSINESS

### Discussion of the 1990/91 Budget

Stacy Becker of the Budget Office updated the Commission on the 1990/91 Budget. She provided the Commission with a chart (Exhibit B) that describes the current budgetary structure of parking and traffic-related funds, the functions to be transferred to the new Department, the funds that will support the transferred functions, and the proposed budgetary structure of the new Department.

Ms. Becker described the current Funds within the budgetary structure noting the various functions to be transferred to the new Department (preceded by an asterisk):

(1) The Traffic Fines Fund (general fund)- includes meter revenue ($9.4 million) as well as funds from traffic fines and moving violations ($48.3 million). This fund is dispursed as follows:

$3.4 million to Off-Street Parking Fund - by law, any amount over $6 million must go into the Off-Street Parking Fund.

* $9.3 million for parking control functions - this is the current amount in the Police Department's budget for Parking Control Officers.

$5.5 million tranferred to the Road Fund - this fund has not had sufficient revenues in last couple of years to be completely supportive and it does require traffic fines to meet the full expenditures of that fund.

$39.5 million to other traffic and parking functions - primarily in the Police Department and Muni Court.

(2) Off-Street Parking Fund - comprised of meter revenue ($3.4 million) and parking garage revenue ($4.8 million). This fund is dispursed as follows:

* $4.0 million to Parking Authority operations.

$4.2 million to capital projects and accummulated fund balance.

(3) Road Fund - comprised of gas tax ($6.4 million) and traffic fines ($5.5 million). This fund is dispursed as follows:

* $5.9 million to traffic engineering operations.

$6.0 million to street repair.

---

* Funds to be transferred to the new Department.

Ms. Becker cautioned that the above figures include minimal administrative costs and additional funds for these costs will need to be budgeted. She also noted that there is a fourth revenue related to this new Department -- residential parking permit fees -- that is now operated by the Tax Collector's Office. This revenue amounts to approximately $900,000 a year.

She then described the components of the proposed budgetary structure of the new Department, its features and the requirements for implementation as set forth in the chart she provided.

* *

Commissioner Grosboll asked if the Department substantially increases its revenues thru programs such as the amnesty/boot program, who would benefit from those additional revenues. Ms. Becker responded that funds from the amnesty/boot program would be dispursed into the General Fund. She noted, however, that the Department may be able to make a case for the use of a portion of those funds to offset the expenditures of the new Department.

Commissioner Grosboll asked what is the amount that the Department is contributing to the General Fund in excess of its costs. Ms. Becker responded approximately $40 million.

Commissioner Chin asked if two-thirds of PTC's funds are derived from General Fund. Ms. Becker responded yes.

The Chairman asked what can be done to retain the surplus funds. The Director stated that she has been in contact with the Budget Office concerning this issuance of the Special Fund and her budget draft will include expenditures and projected revenues in those categories. Ms. Becker stated that discussions have also been conducted with the Controller's Office who has the authority to create the Special Fund and they are in agreement with the fund structure.

Commissioner Chin asked for information on the administrative support costs. Ms. Becker stated that the information would be worked out in the next couple of weeks. Commissioner Chin asked if 10 to 15 percent of the operating budget would be a fair assessment. Ms. Becker responded that 10 to 15 percent is the usual range. She noted that this budget may have a sizeable start-up cost because of such items as equipment.

* *

Commissioner Quaranta entered the meeting at 2:29pm.

* *

Commissioner Chin asked when the capital budget of the Department should be planned for the new year. Ms. Becker responded that the capital budget should be planned along with the Department operating budget.

Commissioner Grosboll inquired about the timetable for budget approval. Ms. Becker responded that the March 16 deadline for completion of the budget by the Department will give the Mayor opportunity to review the budget request and the Controller to prepare his budget system. The Director stated that she will request a one-week extension that will allow for a submittal of the budget to the Commission on March 6 and vote on the budget on March 20.

NEW BUSINESS

Discussion of the Denver Boot/Amnesty Program

Members of the public addressed the Commission on the issue of the Denver Boot/Amnesty Program. A synopsis of their statements follows:

Dr. Francis J. Clauss, Treasurer for Coalition for San Francisco Neighborhoods, endorsed the amnesty/boot project but expressed concern about its implementation. He stated that amnesty is fair, proper and cost effective and urged the Commission to support it. He noted that, in his opinion, the Court recordkeeping is accurate but suggested that the Commission investigate the recordkeeping issue. He noted his disappointment that the PTC staff and Commission have not moved forward more vigorously on the amnesty/boot issue and stated that the Police Department should be included in Commission meetings on this subject.

Commissioner Grosboll stated that the Police Department has sent the Commission letters of support on the amnesty/boot project. The Director stated that she has met with Chief Jordan and Captain Newlin on the subject and is scheduled to meet with Lt. Paudella this week.

Scott Hauge, Vice President of the Council of District Merchants, spoke in support of the amnesty/boot program. He stated that the program has the full support of the business community and he congratulated Supervisor Hsieh for getting

input from various merchant groups and individuals on the legislation. He stated that the Council of District Merchants is of the opinion that the amnesty program is fair and necessary for the passage of the boot program. The business community feels the program will provide more parking for customers as well as develop revenue for the City.

Commissioner Grosboll asked Mr. Hauge if the Council is concerned that automobiles might be booted three days before they are towed. Mr. Hauge responded that the matter has been discussed by the Council and they are of the opinion that individuals will pay their fines, thereby avoiding the boot.

Commissioner Grosboll noted that some individuals are of the opinion that amnesties are unfair to those individuals who pay tickets on time. He asked Mr. Hauge if any of the Council merchants were concerned with that argument. Mr. Hauge stated that the first amnesty program in 1984 was doomed to failure because it was not followed up with an enforcement program. He stated that the Council is of the opinion that the combination of both amnesty and boot will be successful.

Jim Lazarus, Vice President San Francisco Chamber of Commerce, endorsed the amnesty/boot. He stated that a system is needed to discourage individuals from getting tickets. He explained that many people park illegally on the chance that they will not receive a ticket. This presents a parking situation that is not good for the street cleaning program, residential parking program and meter or limited hourly parking programs in commercial areas.

Commissioner Grosboll asked if the Chamber of Commerce had a position on the amnesty program. Mr. Lazarus stated that the Chamber supports the coupling of the amnesty/boot program and would not recommend the boot program without the amnesty program.

Commissioner Chin asked Mr. Lazarus if he would be concerned if the amnesty period were extended past thirty days. Mr. Lazarus stated that he would need to give that question thought but noted that the 1984 amnesty program worked well and perhaps that program could be replicated.

The Director stated that she will present a recommendation and request for a policy vote on the amnesty/boot program at the March 6 meeting of the Commission. She noted that she is preparing a package for mailing to the Commission that will give data on the boot program as conducted in several cities throughout the Country. She also explained that the document

that went before the Board of Supervisors was a resolution and not an ordinance. Language will therefore have to be drafted by staff for the amnesty/boot ordinance.

Commissioner Grosboll asked Donna Orbick, Supervisor Hsieh's aid, to brief the Commission on the reason a resolution was presented to the Board instead of an ordinance. Ms. Orbick responded that the City Attorney's Office counseled that the Board did not have the authority to require a City department to undertake a program. Therefore, a resolution was presented to the Board to urge the Mayor to prompt the Parking Authority or the Police Department to implement the program.

Commissioner Grosboll asked if the proposed ordinance will be prepared in time for the Commission mailing prior to the March 6 meeting. The Director stated that there are many operational issues that need to be finalized before the language of the ordinance can be drafted. The program may possibly be conducted on a contract basis rather than in-house operation. These issues will be addressed in the Director's recommendations at the next meeting.

Commissioner Grosboll responded to Dr. Clauss' comments regarding the timing at which the Commission addressed the issue of amnesty/boot, explaining that legislation from the Board of Supervisors went forward without notification to or input from the PTC Commission. Also, regarding the issue of recordkeeping, the Commissioner informed Dr. Clauss that the Commission does not have jurisdiction over On-Street parking issues until July 1, 1990.

Dr. Clauss responded that it is unfortunate that the Commission was not informed and hopes it does not happen again. He also requested that the speakers be provided with copies of the boot/amnesty material that is mailed to the Commissioners.

Commissioner Chin expressed his concern regarding the lack of communication between the Board of Supervisors and City commissions and stated the importance of input and two-way dialogue. He also noted that many of the speaker's comments were directed toward the revenue aspect of the amnesty/boot program. He emphasized that, should the amnesty/boot program be adopted, the primary function of the program will be traffic enforcement.

Russ Presting, S.E. Onorato Garage, asked the Commission, when drafting the ordinance, to consider booted cars that may be abandoned and the disposal thereof.

Approval of Preliminary Polk-Bush Garage Design

Sam Nunes, architect at Gordon Chong and Associates, gave a description of the preliminary design of the Polk-Bush Garage for which the Commission was provided background information (Exhibit C). He explained that the Garage design is a reflection of feedback received from the Polk/Bush Advisory Group, various City agencies and the community. He stated that stage two approval is being sought from the Arts Commission and the progress of integrating the arts enrichment program has begun. There has also been an ongoing dialogue with Pacific Arts and a meeting is planned for February 21 to discuss possible ornamental metal work along with railings which will act as pedestrian stops at the opening of the garage. He concluded by requesting formal PTC Commission-approval of the design.

The Chairman asked for information on the height of the Garage. Mr. Nunes responded the building height is 54 feet 9 inches at Bush Street stepping down in relation to elevation changes along Polk Street.

Commissioner Grosboll inquired about the height of the buildings surrounding the Garage. Mr. Nunes responded that the garage is well within the scale of the neighborhood buildings in terms of height and bulk. He further stated that a building across the street from the garage is 65 feet.

Commissioner Grosboll asked how the height of the Garage was determined. Mr. Nunes responded that two years ago a Negative Declaration by the Department of City Planning recommended a height not to exceed 65 feet. City Planning lowered the height restriction to 55 feet.

Commissioner Grosboll asked if the lower level area was considered to be a security problem because it will be isolated. Mr. Nunes responded that there is closed curcuit cameras and TV with audio proposed for the lower level.

Commissioner Grosboll asked if closed circuit TVs have been used in the past with other city-owned garages. The Director of the Parking Authority responded that closed circuit TVs have been used in the past but he could not speak as to how beneficial the equipment has been.

Commissioner Chin noted that additional rental space has been added to the design. Mr. Nunes responded that there are 4 small retail spaces recommended as opposed to the 2 larger retail spaces recommended originally. He stated that the smaller shops are hoped to be more successful.

Commissioner Chin asked if the Advisory Committee expressed any concern about any particular issue. Mr. Nunes responded that loading and unloading of retail items along Polk Street was a concern. As a solution, two loading zones have been suggested -- a loading zone at Bush and Fern and a loading zone at the back corridor of the Garage.

Commissioner Quaranta stated that he is satisfied with the project and noted that the architects are doing a good job.

Commissioner Chin informed the Commission of a U.S. Postal Service facility project scheduled for the corner of Pine and Larkin Street. He stated that the Postal Service is attempting to locate an alternative site for employee parking and has questioned whether the Parking Authority would be interest in constructing an additional floor on the Polk/Bush structure for use exclusively by the postal employee parking.

The Director of the Parking Authority stated that the Negative Declaration on the Polk/Bush project limits the height of the garage. Adding floors to the structure would require a new environmental review whereby the project will be delayed for one year. He further explained that staff of the Parking Authority has been in contact with the Mayor's Office of Housing to address the U.S. Postal Service's need. The possible use of the meter lot at Bush and Larkin is being explored. Staff also has had one discussion with the City Attorney's Office regarding this subject. The matter is continuing to be explored.

On motion of Commission Melara, second of Commissioner Quaranta, the preliminary designed was approved.

VOTE: Ayes - Members Chin, Grosboll Melara, Quaranta and Chin

Norman Rolfe, S.F. Tomorrow, stated that he would like to attend the pre-bid meetings with potential Polk/Bush garage operators to warn them about issues such as the Lombard Street Garage.

The City Attorney suggested that the pre-bid meeting may not be the proper forum for such warnings. Instead, he suggested that Commission meetings may be a proper place for such comments.

Commissioner Grosboll noted his support for a member of the public to be able to attend the pre-bid meetings.

Commissioner Chin concurred with both Commissioner Grosboll and the City Attorney stating that perhaps Mr. Rolfe could make comments at Commission meetings, attend the pre-bid meeting for his information and contact bidders on his own to warn them as he deems necessary.

Approval of New Rates for Car Detailing and Washing Services at Golden Gateway Garage

The Director of the Parking Authority briefed the Commission on the request for new rates from Rapid Shine, Inc., a car detailing and washing company that is a subcontractor at Golden Gateway Garage. He stated that staff does not have a recommendation on this item because of late submittal of the background information. He explained that the Commission recently approved an amendment to the contractor, Golden Gate Parking, that included the changes in rates at Rapid Shine and amendment to the lease at Rapid Shine. Now, Rapid Shine has now developed additional services and wishes to increase fees accordingly. He noted that no formal notice or documentation has been submitted by the contractor in support of the project.

Ganice Morgan, owner of Rapid Shine, addressed the Commission describing the additional services and change in rates. She stated that the change in rates would allow Rapid Shine to expand and become more profitable.

Harry Quinn, Department of Real Estate (DRE), addressed the Commission. He stated that the DRE recommended that a base rate be set and that a separate category be created for additional charges.

The Commission requested that the item be brought before them at a later date when they have had an opportunity to review the background material and receive a recommendation from the garage contractor and PTC staff.

ADJOURNMENT

Thereupon the meeting was adjourned at 3:41pm.

* *

Commissioner Melara was excused from the meeting at 3:41pm.

* *

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

The Chairman called the meeting to order at 3:45pm.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF THE MINUTES

Minutes of the Special Meeting of the San Francisco Parking Authority held on February 6, 1990 were approved as drafted.

VOTE: Ayes - Members Chin, Grosboll, Quaranta and Singh.
Excused - Member Melara

Commissioner Grosboll asked for counsel on holding Parking Authority meetings when the only item of business is the approval of minutes only.

The City Attorney responded that the Parking Authority meetings need not be conducted for Minutes approval only. The PA Minutes can be held until there is other business to discuss.

ADJOURNMENT

Thereupon the meeting was adjourned at 3:48pm.

Respectfully submitted,

Rina Cutler

Rina Cutler
Director
Parking and Traffic Commission

City and County of San Francisco

Parking and Traffic Commission

ART AGNOS, Mayor

Members:

Darshan Singh
*Chairman*

Angelo Quaranta
*Vice Chairman*

Arnold Chin
Dick Grosboll
Sonia Melara

February 21, 1990

The Honorable Nancy Walker
Chair, Finance Committee
Board of Supervisors
Room 235 City Hall
San Francisco, CA 94102

Dear Chairperson Walker:

I respectfully request the release of $20,000 of the $40,000 reserved for two bureau chief positions in the Parking Authority's budget.

I understand that these funds were reserved during the Finance Committee's review of the budget because it was unclear what staffing would be needed for the new Parking and Traffic Department. It has become increasingly apparent that the mandate of the new department must take a back seat while the creation of the new department takes precedence. A great number of tasks must be completed to ensure an orderly transition on July 1, 1990. I am requesting funds for one of the budgeted bureau chief positions to focus on creating the adminstrative and managerial structure of the new department (see attached). The other bureau chief position will remain unfilled this fiscal year.

Civil Service has approved the use of the bureau chief position on a temporary basis for the transition function. It has also approved the proposed staffing of the remainder of the transition team, described in the attached plan. This team will be funded through a combination of salary savings and use of existing positions; no additional funds or new permanent positions are being requested. The Controller's surplus transfer policy allows these temporary positions to be funded by reallocating salary savings.

At your suggestion, I have identified other non-salary sources of savings in the existing budget that will be used for training of Parking Control Officers. Funds will also be moved by journal entry to cover other miscellaneous expenses of the new department for the remainder of the fiscal year. The need for equipment prior to the upcoming fiscal year is being reviewed. There may be a need for office equipment for the transition staff if it cannot be borrowed from departments involved with the transition. Also, it is not clear that existing operations have the proper equipment they need to operate with

EXHIBIT A

maximum efficiency and safety. If equipment purchases are necessary this fiscal year, a supplemental will be forwarded that uses reallocation of existing appropriations as a fund source.

Because the transition is of vital interest to this Committee, the full Board and the public, the Commission will submit its transition plan to the Finance Committee and Board of Supervisors during June's budget hearings. We will also be be pleased to present periodic progress reports for your review.

Thank you for your consideration of this request.

Sincerely,

Rina Cutler

Rina Cutler
Director, Parking and Traffic Department

cc: Carol Wilkins, Mayor's Office
Supervisor Terence Hallinan
Supervisor Doris Ward

**Parking and Traffic Department**
**Transition Staffing Plan**

| Title/Class* | FY 89-90 Cost | Position Status/Fund Source |
|---|---|---|
| •Bureau Chief | $20,000 | Budgeted position/funds on reserve |
| •Sr. Admin. Analyst--1823 | $10,500 | Temporary position/salary savings |
| •Sr. Admin. Analyst--1823 | $10,500 | Temporary position/salary savings |
| •Sr. Management Asst.--1844 | $11,250 | Existing position and work order to Tax Collector |
| •Executive Secretary--1450 | $ 8,100 | Temporary position/salary savings |

The Bureau Chief will be responsible for: establishing payroll, accounting and personnel systems; issuing contracts for the development of a parking management information systems; creating the department's budget and fund structure; resolving outstanding legal issues; conferring with unions; developing MOUs with other City departments regarding division of authority and responsibilities; identifying locations suitable to house the department's employees; supervising the work of analysts.

One Senior Administrative Analyst will serve as an operations analyst with the goal of improving public safety, parking availability, productivity and revenue generation: analyzing parking enforcement programs such as the boot program; reviewing current operational practices such as deployment of the Parking Control Officers; and addressing the issues of radio communications and meter security systems.

One Senior Administrative Analyst will serve as a management analyst: developing training materials; establishing standard operating procedures; writing a transition and implementation plan; analyzing current on-street parking regulations; designing productivity reports and monitoring criteria.

One Senior Management Assistant will serve as a fiscal administrator: coordinating with the Controller and Civil Service to process budget, accounting and payroll documents; providing comprehensive analysis of current revenue sources, including residential permits, parking meter revenue and traffic fines; developing revenue projection model.

The Executive Secretary will provide support to the above four positions.

*All positions have been approved by Civil Service as to class and function.

## CURRENT BUDGETARY STRUCTURE
(all dollars in millions)

| FUND | FY 89-90 BUDGETED REVENUE | | FY 89-90 USE OF FUNDS |
|---|---|---|---|
| **Traffic Fines** (general fund) | $9.4 meter revenue<br>$48.3 traffic fines | - - > | $3.4 transfer to Off-Street Parking fund<br>**$9.3 parking control**<br>$5.5 transfer to Road Fund<br>$39.5 other traffic/parking functions |
| **Off-Street Parking** | $3.4 meter revenue<br>$4.8 parking garage revenue | - - ><br>- - > | **$4.0 Parking Authority operations**<br>$4.2 capital projects/fund balance |
| **Road Fund** | $6.4 gas tax<br>$5.5 traffic fines | - - ><br>- - > | **$5.9 traffic engineering operations**<br>$6.0 street repair |

**So, functions to be transferred to new department are currently supported by the following funds and amounts:**

| Revenues | Uses |
|---|---|
| **$9.4 million meter revenue*** | **$9.3 million parking control** |
| **$ .6 million garage revenue** | **$4.0 million Parking Authority operations** |
| **$3.2 million gas tax revenue**** | **$5.9 Traffic Engineering operations** |
| **$6.0 million traffic fines** | |

*By law, all meter revenue over $6 million is to be transferred to the Off-Street Parking fund.
**Based on proportional split of available revenue.

EXHIBIT B

## PROPOSED BUDGETARY STRUCTURE

### 1. Fund Structure

**Parking and Traffic Fund:**
$6 million parking meters
Proportion of gas tax revenue
Transfer from Off-Street Parking
Traffic fines to balance

### 2. Features of Special Funds

a. Intended to be self-supporting
b. Not balanced with general fund
c. Greater internal control
d. Greater performance incentives

### 3. Implementation

a. Road Commissioner to recommend use of gas tax revenues to Mayor and Board
b. Amend Adm. Code to transfer 1st $6m of meter revenue to P & T fund instead of general fund

# BUSH/POLK PARKING GARAGE

# PRELIMINARY DESIGN PROJECT DESCRIPTION

## PROJECT 89281.4

For

THE PARKING AUTHORITY

CITY and COUNTY of SAN FRANCISCO

By

GORDON H. CHONG + ASSOCIATES, INC.

130 SUTTER STREET, SUITE 300

SAN FRANCISCO, CA 94104

FEBRUARY 2, 1990

EXHIBIT C

## PROJECT DESCRIPTION

Architectural

The Bush/Polk Parking Garage is a five-story structure to be constructed on an existing open site bounded by Fern, Bush, and Polk Streets in San Francisco. The project is comprised of five above-ground parking levels, ground level retail space, and one level of below-ground parking. A total of 132 parking spaces are planned (106 spaces above ground/26 spaces below ground) as follows: 4HC, 56 standard size, and 72 compact spaces.

Access to the garage will be twofold. The upper levels will have access from Bush Street, the lower level access is from Fern. One parking attendant is envisioned. Parking will be "Pre-Pay", that is, patrons will pay for their parking at a payment booth upon returning to the garage, but before returning to their cars to exit the facility. The lower level probably will be open only during peak evening hours.

Security for the lower level will be provided by grilles at the Fern Street entrance and the Fern Street stairs will be locked from the outside so that all patrons must enter by passing the attendant. CCTV will be provided at strategic locations.

Service for the ground-level retail space will be provided by a corridor at the rear. Curbs on Bush, Fern and Polk will be restriped to allow truck loading during certain hours. Restrooms and a trash room are included to support the retail activity.

The parking levels are provided with flat decks on the Bush and Fern Street sides. Ramps will be located along Polk Street and the rear of the facility. All handicapped parking spaces will be located at the first elevated level, thereby reducing the floor-to-floor height on the upper levels. Pedestrian corridors are located on each floor to connect the flat decks and to provide a safe means for patrons to access the elevator and stairs.

Below-ground space will be maximized by using the additional space under the Polk Street sidewalk.

A waterproof membrane will be provided under the first elevated parking level to ensure weather protection for the retail space below.

Vertical circulation will be provided by two stairs and one hydraulic elevator. The stairs will be of "Open-Type" design.

Guardrails (upturned concrete beams with metal railings) and bumpers will be provided at all parking spaces to prevent vehicles from accidentally punching through exterior walls. Rubber bumpers will aid in protecting both vehicles and the structure.

The building's exterior is designed to relate to the existing buildings in the neighborhood; a design playing on the surrounding residential apartment buildings and hotels. Exterior materials will be concrete and "Dryvit". Ornamental metal work is planned along the parking decks to provide code-required guardrail heights. These may be provided as part of the Art Enrichment for the project.

A building height at Bush Street of 54'-9" is planned, stepping down in relation to elevation changes along Polk Street.

A medical building is located at the adjacent property along Bush Street. Their equipment includes a Magnetic Resonance Imaging (MRI) Machine. An easement on the Bush/Polk Parking Project site restricts the amount of moving ferrous metal in close proximity to the medical building. Our investigation into this issue indicates that the preliminary design will not violate this easement.

The facility will be designed using the soon-to-be-adopted 1989 San Francisco Building Code (based upon the 1988 Uniform Building Code). Date of adoption is early 1990.

Structural

The building structure will be reinforced concrete. The floor system of the building consists of 10" thick, one-way reinforced concrete slabs supported by reinforced concrete beams, columns and walls. Beam depths will vary from 24" to 28" depending on the loads and clearance requirements. 38" deep transfer girders are required along Polk Street to accommodate under-sidewalk parking.

Lateral loads will be resisted by concrete shear walls near the center of the building and around the elevator core.

Foundation will be a continuous matt foundation consisting of 60 ft-wide, 3 ft-9" deep center strip in the east-west direction and two 30 ft wide, 2 ft-9" deep side strips. The dimensions need to be confirmed with the soils report when it becomes available.

Basement walls will be 12" thick concrete designed to support lateral earth pressure and vehicle load surcharge.

Due to the anticipated depth of the basement, shoring of existing sidewalks and streets will be required before excavation can begin. Also the adjacent building along Bush Street will require underpinning. All existing foundations on the site will be removed.

Mechanical

Above-grade levels of parking will be considered "open" and ventilated naturally, without mechanically forced ventilation.

Below-grade levels of the parking garage will be provided with a mechanical ventilation system which exhausts garage air from the enclosed corners of the structure. Exhaust rate will be 14,000 cfm per operating vehicle or fraction thereof, which is assumed to be 2.5% of the available parking spaces below grade levels. Exhaust openings will be not more than 18" above the floor, and will be covered by 1/2" wire mesh screen. Two garage exhaust fans, each located in an accessible ground-level mechanical space, will discharge through a louver on both the north and south sides of the structure. Make-up air will be drawn into the garage through the entrance ramp.

Required heating, ventilating and cooling of retail areas will be provided by ceiling-space-mounted, air-source heat pumps with the air-cooled condenser and outside air intake duct to the outside through the exterior wall. Heat pumps and distribution ductwork system are "Not-in Contract" (to be provided by retail tenants).

Elevator machine room will be provided with filtered supply air from the garage and relieved through a backdraft damper to the garage, in order to maintain a tolerable temperature. Mechanical cooling will not be provided for the elevator machine room. Elevator hoistway will not be ventilated.

The attendant booth will be pressurized with fresh filtered supply air. The booth will be heated by an in-line duct electric heating coil.

Exhaust systems will be provided to exhaust areas designated in the criteria for this project. Rooms requiring a negative pressure relationship with adjacent rooms will be exhausted to ensure that the pressure relationship is maintained. Each exhaust fan will be equipped with a backdraft damper. No exhaust fan will have variable capacity modulation. Toilet and janitor closet exhaust will not be connected to other exhaust systems but may draw make-up air from adjacent spaces. The trash room will be exhausted at 3 cfm per square foot.

Galvanized sheet metal ductwork will be used for supply and exhaust in accordance with SMACNA duct construction standards. Motors will be high-efficiency type. Controls will be electric or electronic type.

Design criteria shall be as follows:

A. Indoor Conditions:

1. Retail: 75 degrees F (summer), 70 degrees F (winter)

2. Mechanical equipment rooms: 104 degrees F (summer)

3. Electrical equipment rooms: 104 degrees F (summer)

4. Electric closets: 104 degrees F maximum

5. Elevator machine room: 100 degrees F maximum, assuming 79 degrees F outside air temperature (no cooling provided)

B. Sound Criteria (NC level):

1. Retail: 40-45

2. Mechanical rooms: 50 maximum

**Plumbing**

A complete sanitary waste and vent system, including connections to plumbing fixtures and all mechanical equipment, will be provided in accordance with the latest San Francisco Plumbing Code. Combine sanitary sewer with storm sewer at sidewalk curb before connecting to street sewer. A four inch sanitary sewer and two-inch vent stub-outs will be provided within each commercial space. Sewer stub-out will have invert elevation which will permit plumbing fixtures to be located anywhere in the space. A submersible-type duplex sewage ejector for garage basement floor drains will be provided.

A complete roof drainage system will be provided, including garage floor drains and connection to existing street sewer.

Retail spaces and the garage will have one (1) water meter. Hose bibbs will be provided at each garage level for wash down. A valved and capped cold water line will be provided for each retail space. Line will be sized to handle one (1) flushometer-type water closets, one (1) lavatory and one (1) lunch room sink. No hot water will be provided for retail spaces.

Public toilets will be provided with commercial grade plumbing fixtures. Hot water will be provided at 105°F by an electric water heater.

## Fire Protection

The building fire protection system will consist of a dry standpipe system, a wet standpipe system and an automatic fire sprinkler system.

Primary water supply will be a six-inch main line connected to the street main. A detector check valve under the sidewalk and a double-check valve assembly will be provided on the building fire line. Auxiliary water supply will be provided through the fire department connections at street level.

A dry standpipe will be provided in each staircase with exposed three-inch fire department outlet valves on all floor levels.

A complete hydraulically calculated fire sprinkler system will be provided for the below-ground level. A sprinkler control valve assembly will be provided. The sprinkler control valve assembly will consist of a supervised OS&Y gate valve, water flow switch, local alarm bell, inspector's test valve, sight glass, discharge orifice and an auxiliary drain valve.

A wet standpipe system will be provided for all parking levels; fire hose cabinets will be located so that all portions of the floor are within 20 feet of a nozzle attached to 75 feet of hose. Fire hose cabinets will consist of an approved one and one-half inch hose valve, 75 feet of lined hose, brass nozzle, spanner wrench and hose rack. Wet standpipes, which serve both one and one-half hose valve outlets and automatic fire sprinklers, will be sized in accordance with NFPA 14 requirements for combined systems.

All control valves for standpipes and sprinklers will be supervised. Tampering of these valves will be annunciated at the fire alarm panel. Activation of flow switches will be annunciated at the alarm panel.

## Electrical

The electrical service to the building will be 1200 amp, 120/208 volt, three phase, four wire and will be derived from a PG&E transformer vault into the main electrical distribution board. The board will be equipped with five meters: one house meter and four retail tenant meters.

Each retail tenant will have its own 120/208 volt panelboard. Only empty conduit for the panel board feeders will be provided under this contract. House panelboards will be located as necessary to provide 120 volt power for lighting and receptacles. The elevator and other motors over 1/2 horsepower will be serviced at 208, three phase.

Parking illumination will be provided by metal halide fixtures spaced to provide 5FC of illumination. Pole mounted metal halide fixtures will be provided on the roof. Lighting will be controlled by a timeclock and photocell. Emergency egress lighting will be provided with battery packs. The garage perimeter will be circuited separate from the garage center so that the fixtures can be turned off when daylight permits. The basement lighting will be switched at the attendant booth with a minimum of fixtures left unswitched.

CCTV Cameras, infrared sensors and an intercom will be provided at the Fern Street garage entrance. Empty conduits will be provided to each upper garage floor for future PA and CCTV systems.

Telephone service will be provided for the retail tenants and pay phones elsewhere as requested by the client. An empty conduit system and 120 volt power connections will be provided for the parking control system.

Graphics

The signs and graphics for the graphic design development package for the Bush/Polk Parking Structure are categorized as follows:

I. Building Exterior and Garage Entry Signs

II. Ground Level and Pre-Pay Signs

III. Parking Level Signs

I. Building Exterior and Garage Entry Signs:

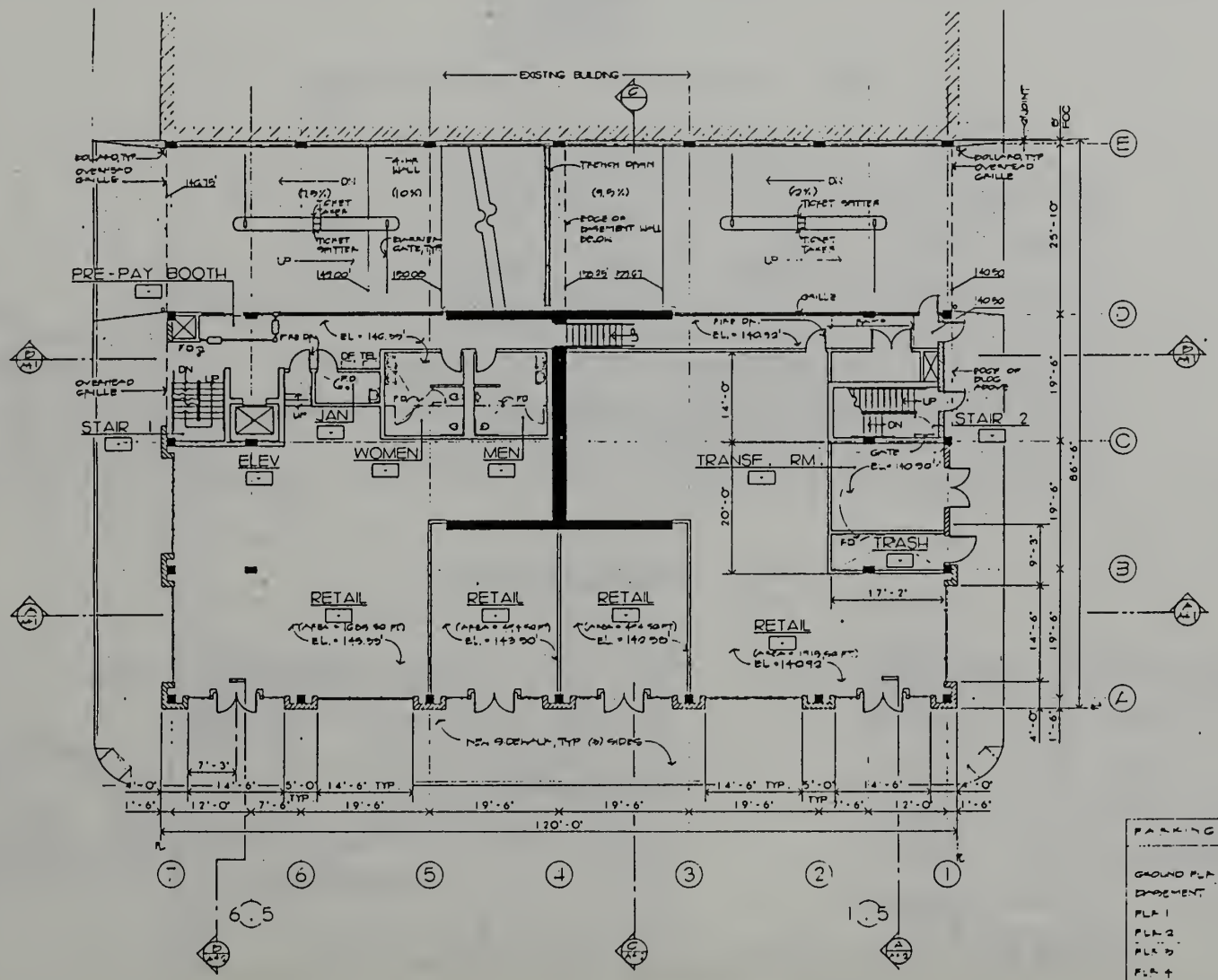
The three primary identification signs for the Bush/Polk Parking Structure are interior illuminated blade type projecting signs. The color and support detailing of these signs will reflect the architectural treatment of the exterior. The parking structure needs large scale signs on the building for vehicular visibility but the neighborhood sign codes prohibit sign faces larger than 24 square feet in area and projecting signs located over 24' high off the sidewalk. Therefore, we will need to apply for a sign variance for the three blade signs shown. These signs have been kept to a minimum in size by making them slender and holding them off the building for visibility while still complimenting the architectural design intent. The retail spaces will be given a standard entry sign area over each entry door and a projecting sign for each business. These signs will conform to code and will not require variances.

II. Ground Level and Pre-Pay Signs:

In order to provide the most durable and graffiti resistant signs possible, porcelain enamel steel is used for all major sign faces within the garage. Vibrant colors may be achieved which last many years. The primary signs and graphics at the entrances include rate signs and changeable prices, pre-pay booth signs, elevator lobby signs, retail display cases, and directional signs. The pre-pay booth signs, lobby signs, and display cases are recessed into the wall surfaces to integrate them with the architecture and make them more resistant to vandalism. The ground floor elevator lobby signs introduce the graphic Bush/Fern pictograms, provide directional information to the streets and display a neighborhood map for the customers. The display cases header panel will reflect the detailing of the architecture and the units themselves will add life to the main corridor and provide additional garage revenue.

III. Parking Level Signs:

All major signs on parking levels occur on columns, shear walls and on one beam per floor. Directional and orientational graphics display the graphic typography and visual themes and wrap the columns and shear walls. Floors are color coded and floor numbers are most prominent. Vehicular signs occur at the central beam to orient the driver as well to floor color and number. The graphic pictograms reinforce the entry street for both the Bush and Fern entities.




BUSH FERN • GROUND FLOOR PLAN

SCALE: 1/8" = 1'-0"

| PARKING SPACES | | | | |
|---|---|---|---|---|
| | COMPACT | STANDARD | HANDICAP | TOTALS |
| GROUND FLR. | - | - | - | - |
| BASEMENT | 15 | 11 | - | 26 |
| FLR 1 | 9 | 6 | 4 | 19 |
| FLR 2 | 11 | 10 | - | 21 |
| FLR 3 | 11 | 10 | - | 21 |
| FLR 4 | 11 | 10 | - | 21 |
| FLR 5 (ROOF) | 15 | 9 | - | 24 |
| TOTALS | 72 | 56 | 4 | 152 |

Gordon H Chong + Associates
Architects/Engineers
30 Sutter Street, Suite 300
San Francisco, CA 94104
415 433 0120
415 433 4368 Fax

DATE FEB. 6, 1990

CHECKED BY -

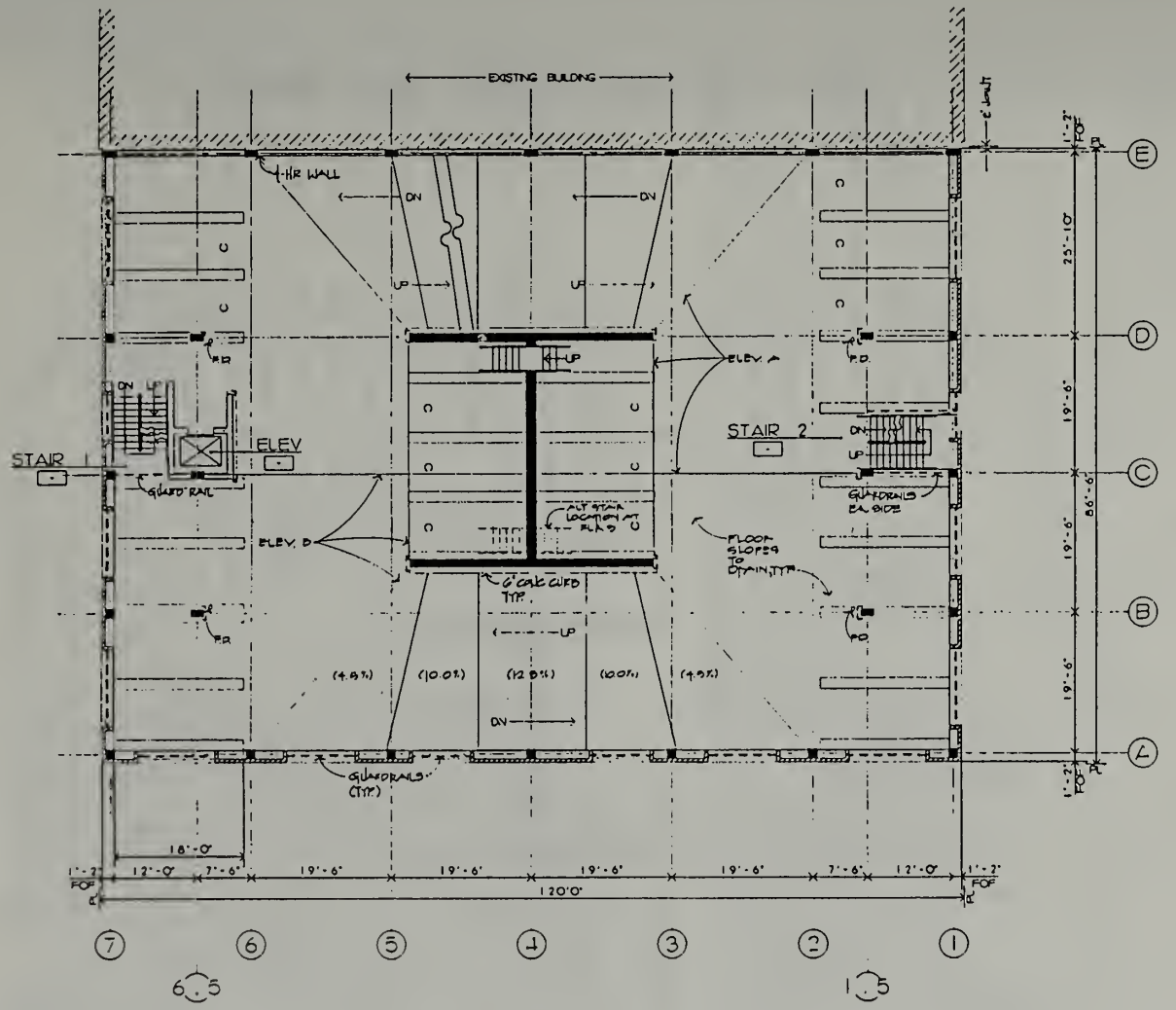
PROJECT NO 8928

BUSH FERN
GROUND FLOOR
PLAN

PRELIMINARY DESIGN

SCALE 1/8" = 1'-0"

SHEET NO A2.1




BUSH 2-4 • TYPICAL FLOOR PLAN

SCALE: 1/8" = 1'-0"

N

| FLOOR | ELEV A | ELEV B |
|---|---|---|
| 2 | 166.83' | 171.50' |
| 3 | 176.33' | 181.00' |
| 4 | 185.83' | 190.50' |

Gordon H Chong + Associates
Architects/Engineers
[illegible] Suite 300
San Francisco, CA 94104
415 433 0120
415 433 4368 fax

DATE FEB. 2, 1990

DRAWN BY

CHECKED BY

NO. REVISIONS

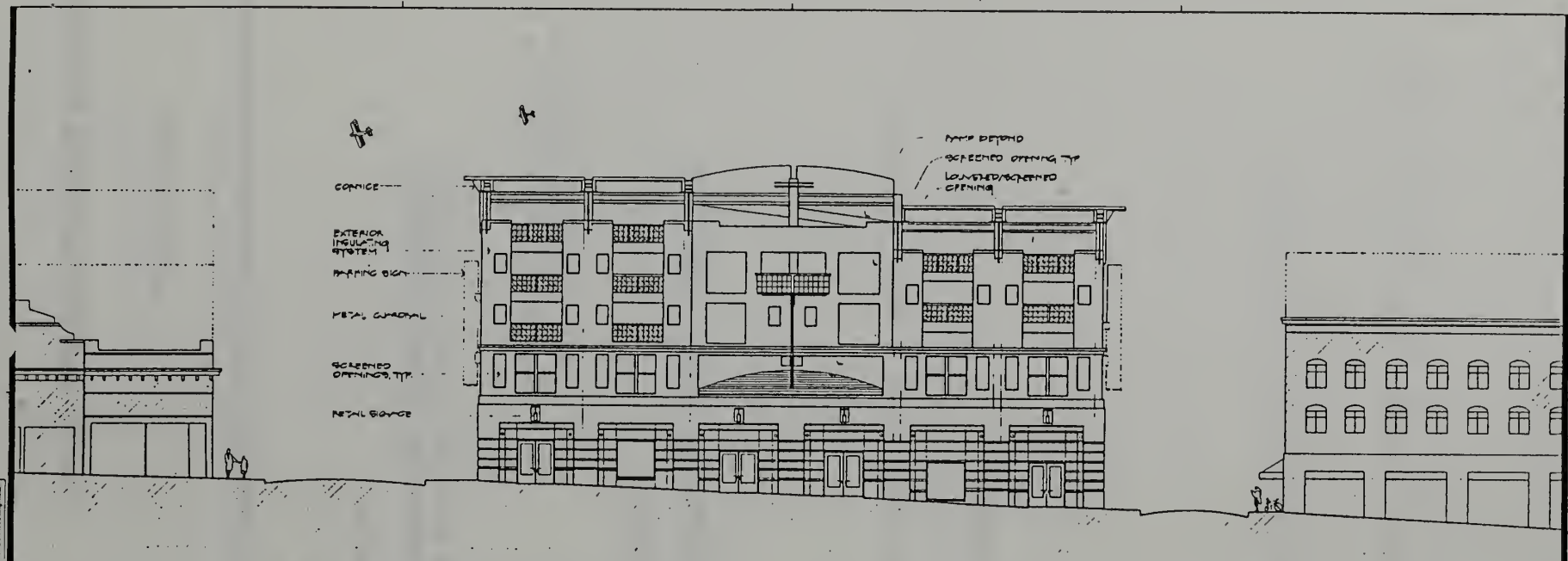
PROJECT NO. 8926

SHEET TITLE
BUSH 2-4
TYPICAL FLOOR
PLAN

PRELIMINARY DESIGN

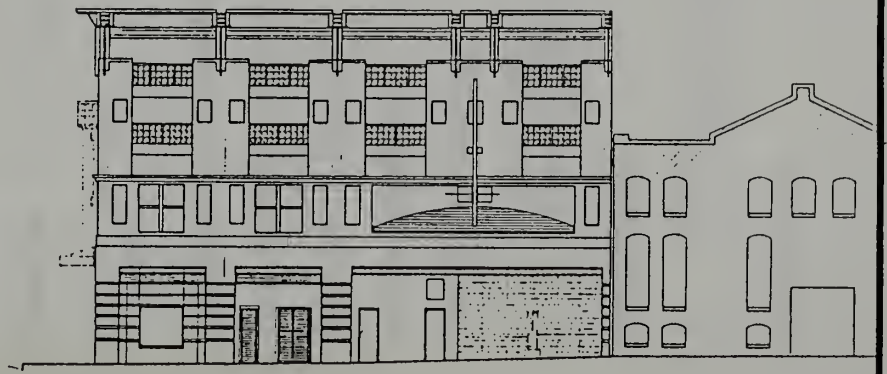
SCALE
1/8" = 1'-0"

SHEET NO.
A2.3




POLK STREET ELEVATION

PUSH STREET ELEVATION



FERN STREET ELEVATION

Gordon H Chong + Associates
Architects/Engineers
130 Sutter Street, Suite 300
San Francisco, CA 94104
415 433 0120
415 433 4348 fax

DATE FEB. 2. 1990
DRAWN BY
CHECKED BY
NO.

PROJECT NO 8928
SHEET TITLE
EXTERIOR ELEVATIONS

PRELIMINARY DESIGN

SCALE 1:10

SHEET NO A3.1

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

Tuesday, March 6, 1990
1:30p.m.

Room 282, City Hall
San Francisco, CA 94102

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. Roll Call

2. Adoption of the Minutes

   Regular Meeting of the Parking and Traffic Commission held on February 20, 1990

3. Commissioners' Questions and Matters

4. City Attorney's Report

5. Director's Report

6. Public Comment

7. Unfinished Business

   a. 1990-91 Budget
   b. Recommendation for the Amnesty/Denver Boot Program

8. New Business

   a. Supplemental Appropriations Request for Construction Funds for Polk-Bush Garage

9. Adjournment

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

MEETING REPORT

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

DOCUMENTS DEPT.
MAR 19 1990
SAN FRANCISCO
PUBLIC LIBRARY

Tuesday, March 6, 1990
1:30pm
Room 282, City Hall
San Francisco, California 94102

PRESENT:

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Arnold Chin
Dick Grosboll

Staff: Rina Cutler, Director, Parking and Traffic Commission
Phil Chin, Director, Parking Authority
Julian Hultgren, Deputy City Attorney
Renee Faison, Recording Secretary

Guests: Supervisor Tom Hsieh, Board of Supervisors
Richard O. Guynn, Sutter-Stockton Garage
Officer Amuya, S.F. Police Department
Officer Walker, S.F. Police Department
Norman Rolfe, S.F. Tomorrow
Walter G. Jebe, S.F. Council of District Merchants
Cecilia Metz, Golden Gate Restaurant Association
Russell W. Presting, S.E. Onorato Garages
Scott Hauge, Small Business Network
Sharon Shalafly
David Pilpel, S.F. Tommorrow

EXCUSED:

Commissioner: Sonia Melara

The Chairman called the meeting to order at 1:40p.m.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF THE MINUTES

On motion of Commissioner Quaranta, seconded by Commissioner Chin, the Minutes of the February 20, 1990 Regular Meeting of the Parking and Traffic Commission (PTC) were approved as drafted.

VOTE: AYES - Members Chin, Grosboll, Quaranta and Singh.
EXCUSED - Member Melara

* * * * *

Supervisor Hsieh was unable to attend the full meeting of PTC and was, therefore, granted permission to address the Commission on the matter of the Amnesty/Denver Boot Program prior to its scheduled time of hearing.

The Supervisor implored the Commission to approve both the amnesty and boot programs. He noted in 1989 the public overwhelmingly supported a coupling of the programs and the Board of Supervisors voted 8 to 3 in favor of the pairing. However, in 1985, when the boot legislation was presented to the Board of Supervisors without the inclusion of an amnesty program, the public voiced strong complaints against the legislation and the Board voted against it.

* *

The Chairman asked how much revenue would be generated for the City if a coupling of an amnesty and boot program should occur. The Supervisor responded that in 1989 the Budget Analyst conservatively estimated the amount of revenue generated by the program to be approximately $7 million.

Commissioner Grosboll asked if the Supervisor was of the opinion that the City would receive substantially less revenue without an amnesty program attached to the boot program. The Supervisor responded that, in his opinion, the amount of revenue generated without an amnesty program would be less. He also noted the benefit of receiving funds in one lump sum.

Commissioner Quaranta inquired about the date of the last amnesty program. The Supervisor responded that the last anmesty program was held in 1984 for a thirty-day period. The amount of revenue generated at that time was approximately $1.4 million.

Commissioner Grosboll asked if the Supervisor would, in lieu of an amnesty program, be receptive to a 6-month notification period for the public whereby the public will have until October 1, 1990 to schedule court dates, possibly reduce the amount of the penalty on tickets and establish a payment program for the parking tickets. The Supervisor stated that a 6-month program would be acceptable if it includes a thorough public notification process regarding implementation of the program and some sort of education on the court process.

COMMISSIONERS' QUESTIONS AND MATTERS

Commissioner Chin indicated, and both Commission and staff agreed, that the order of items for Unfinished Business section of the meeting should be changed so that the the Amnesty/Denver Boot Program matter could be heard first to accommodate visitors and the press.

CITY ATTORNEY'S REPORT

The City Attorney reported on the Ordinance to authorize special commission meetings stating that the item was approved by the Board of Supervisors on February 26, 1990 and signed by the Mayor on March 5, 1990.

DIRECTOR'S REPORT

The Director's Report consisted of information on the 1990-91 Budget and Amnesty/Denver Boot Programs and was delivered during the Unfinished Business section of the meeting.

PUBLIC COMMENTS

David Pilpel, S.F. Tomorrow, addressed the Commission on the topic of the trial closure of the Market Street corridor. He explained that under this program, traffic would be limited on Market Street for transit and commercial use only. He beseeched the Commission to support the matter as it passes through the legislative process noting that the daily level of transit service and the number of people transported by public transit on Market Street make it an appropriate site for a transit thoroughfare.

UNFINISHED BUSINESS

Recommendation for the Amnesty/Denver Boot Program

The Director briefed the Commission on the Amnesty and Denver Boot programs requesting a separate policy decision on each program. She began by recommending a boot immobilization program for the City of San Francisco citing statistics from her February 26, 1990 report (Exhibit A) to the Commission on the subject. In brief, she stated that 15,583 automobiles have 10 or more unpaid tickets within San Francisco and noted that a strong deterrent is needed to discourage scofflaws and strengthen enforcement of parking laws.

On the subject of amnesty, the Director stated that a thirty-day amnesty to pay the face value of tickets is not good public policy because it (1) rewards individuals who delay payment of tickets while it penalizes individuals who pay tickets promptly; (2) trivializes parking enforcement by reducing stated penalties for legal parking; and (3) weakens other parking enforcement mechanisms by questioning the commitment to pursue strong parking management. She recommended that instead of an amnesty program, the Commission approve a 6-month waiting period whereby individuals would have an opportunity to work with the court system to possibly reduce the amount of the tickets and resolve any outstanding tickets before the boot program is implemented.

* *

Commissoner Grosboll questioned if scofflaws would be subject to towing during the 6-month period before the booting program was implemented. The Director replied that scofflaws would be subject to the existing towing laws during that period. That is, vehicles with 10 tickets or more will be towed.

The Chairman inquired about the number of individuals a booting crew would consist of. The Director responded that she has recommended 9 booters in the budget. She noted that a crew will consist of those who attach boots and those who release boots and, for security purposes, these two duties will be handled independently.

Commissioner Chin inquired if the 9 booters excluded persons that would tow vehicles that have been booted. The Director responded that the 9 booters are separate from the towing crew. She explained that towing would be done by contract, whereas the booters would work directly for the Department.

Commissioner Chin asked if the October 1, 1990 date would give sufficient time for implementation of the booting program. The Director replied that the October date is sufficient.

Commissioner Grosboll asked if it would be possible to implement the booting program before the October date. The Director responded that it would be possible; however, she recommended that the program not be implemented until October to allow issues to be addressed such as an operational system that minimizes the potential for individuals to be booted the same day in which tickets have been paid.

Commission Grosboll asked for the Director's opinion on Supervisor Hsieh's position that revenue would be loss without an amnesty program. The Director answered that although an amnesty program would bring in revenue in one lump sum, in the final analysis a booting program would bring in more revenue because of the penalties and bail involved.

Commissioner Chin asked what number of unpaid tickets would the Director recommend as a cutoff for offenders receiving the boot. The Director replied that the State law allows towing and seizure for a level of 5 or more unpaid tickets and she stated that she feels that number is appropriate. Commissioner Chin concurred.

* *

The public commented on the issue of amnesty and boot programs as follows:

Norman Rolfe, S.F. Tomorrow, stated that at a joint meeting of the transportation committees of S.F. Tomorrow and the San Francisco Sierra Club, both committees endorsed the use of the boot as a fair way to enforce parking regulations. He remarked that, in his opinion, the provision of a cutoff of 10 or more unpaid tickets is quite generous. He noted that the committees did not address the amnesty issue; however, he stated that he was not in favor of the anmesty program and requested the Commission to urge the Board of Supervisors to vote against it. He endorsed the notification and October 1, 1990 cutoff date.

Walter Jebe, Chairman of Parking for the S.F. Council of District Merchants Association, endorsed the boot program stating that, in his opinion, it would provide needed parking for the merchants of the City. He noted that he is generally in favor of amnesty but feels there are issues that need to be addressed before amnesty can be implemented.

Cecilia Metz, member of the Board of Directors of the Golden Gate Restaurant Association, spoke in support of the booting program. She stated that the boot would exercise laws that are already in effect and is a sensible solution to parking problems of the City. She noted that rather than an amnesty program, she would prefer the window period of October 1, 1990.

Supervisor Hsieh addressed the Commission on the issue of a cutoff of 5 unpaid tickets vs. 10 unpaid tickets. He noted that 3 members of the Board would not support the booting program if the cutoff number of tickets is not increased to 10 or more unpaid tickets. He explained that the debate between members of the Board centered on the issue of the current towing guidelines in the City which require towing for vehicles with 10 unpaid tickets or more. Commissioner Chin inquired if the 3 members where in addition to those members that have already voted against the boot. The Supervisor responded yes. Commissioner Chin asked if the Supervisor was of the opinion that the members of the Board would be open to reconsidering their position once they have been assured that PTC will better enforce parking laws and traffic issues than done in the past by the Police because PTC will have time and resources to address such issues. The Supervisor responded that many members of the Board are of the opinion that a 5-ticket cutoff is too severe.

David Pilpel endorsed the boot immobilization program stating that it is a positive step for transportation and traffic management within the City. He stated that the 10-ticket cutoff is fair; however, if it does not achieve the PTC objectives, perhaps it could be lowered to a 5-ticket cutoff at a later date. He noted that he is not in favor of amnesty.

Commissioner Grosboll moved to adopt a booting program for the City and County of San Francisco, limiting the program initially to individuals with 10 unpaid tickets or more. The motion was seconded by Commissioner Quaranta.

Commissioner Chin agreed that a booting program is needed but stated his concern that it may be difficult to change the scope and nature of the law at a later date. He indicated that implementing the program at a 10-ticket cutoff and later reducing it would not show vision on the part of the Commission. He suggested that the motion be modified to conform to the State law of a 5-ticket cutoff leaving the future decision to increase the cutoff to 10-tickets at the discretion of the staff.

Commissioner Grosboll restated his motion to adopt a booting program for the City and County of San Francisco, limiting the program initially to individuals with 10 unpaid tickets or more but noting that the PTC reserves the right to reduce the cutoff to 5 unpaid tickets or more at a later date. He indicated that public notice will be given before any change occurs.

Commissioner Chin inquired about informal hearings regarding seizure of vehicles. The Director commented that the law will require a post seizure hearing within 72 hours after a vehicle has been seized.

VOTE: AYES - Members Chin, Grosboll, Quaranta, Singh.
EXCUSED - Member Melara.

Commissioner Chin moved to implement an amnesty program in conjunction with the boot program. The motion was seconded by Commissioner Grosboll.

Commissioner Chin stated that he is in favor of an amnesty program that does not waive fines. He remarked that booting and amnesty is not revenue driven but driven by enforcement of traffic regulations that will improve the quality of life for those individuals that live in and visit San Francisco. He recommended that the Commission implement the Director's suggested program of notification to the public of a booting program and an October 1, 1990 implementation date of that program. He noted that this would allow violators sufficient opportunity to address the Court and negotiate payment plans.

Commissioner Grosboll noted that he is not opposed to Supervisor Hsieh's amnesty program but after reviewing the Director's Report and hearing the public's testimony, he is willing to accept the six-month notice and October 1 implementation date for the booting program.

Commissioner Chin modified his motion to implement an amnesty program in conjunction with the boot program, stating that the amnesty program will be a window of time from now to October 1, 1990 when the booting program commence. Notification to the public will be through media, press releases and Muncipal Court mailings thereby giving offenders an opportunity to arrange for payment of tickets before the booting program is implemented on October 1, 1990.

VOTE: AYES - Members Chin, Grosboll, Quaranta and Singh.
EXCUSED - Member Melara.

The meeting recessed at 2:35pm and reconvened at 2:48pm.

1990-91 Budget

Director reported on the budget for the Parking and Traffic Commission for fiscal year 1990-91. She described her funding level recommendations and interim organizational structure as provided in a draft (Exhibit B) that had been submitted to the Commission prior to the meeting.

The Director gave an overview of the budget format explaining that approximately $21.2 million will be transferred to the PTC from various departments involved in the reorganization. She suggested the establishment of five divisions within the new department -- Administration, Parking Authority, Enforcement, Traffic Engineering and Traffic Operations -- and described her recommendations for personnel within each division.

The Director noted the Brophy Report did not address the administrative functions of the Department -- payroll, personnel, contracts and analysis. She stressed the need to address the issues involved in a 400-person transfer. She remarked that a Director of Administrative Services and Director of Operations within the Administrative Division are more crucial to the implementation of the Department than the two bureau chief positions that are noted in the Charter. However, she reserved the right to utilize the bureau chief positions in the future.

She recommended a full time Attorney, Legal Assistant and Real Property Officer within the Parking Authority Division, noting the savings in work order funds that are currently being expended.

She requested new positions in the Enforcement Division to improve enforcement of parking laws. Those positions include five Senior Parking Control Officers, twenty-five Parking Control Officers (PCOs), nine Booters and Tow/Boot Supervisor, Supervisor of Communications and nine Parking and Traffic Control Dispatchers.

* *

The Chairman requested the Director take the necessary action to add greater weekend parking enforcement to address matters such as illegal parking at bus zones within the City.

Commissioner Chin requested additional PCOs be added to the staff to provide for replacement activity -- day off, vacation and sick leave coverage -- that is presently not in the budget. He noted that this will reduce funds for overtime within the budget.

Commissioner Grosboll asked why hand held devices had not been added to the budget for PCOs. The Director responded that the devices are high priced and not urgently needed during the transition period. She noted that the devices will be requested at some point in the future.

Commissioner Chin asked the Director to investigate if part time PCOs presently cover flex time.

Commissioner Grosboll asked if staff has been budgeted that will be qualified to do transit studies. The Director replied that 3 transportation planners have been requested in the Administration Division of the Department to handle studies -- one transit expert and two transporation experts.

Commissioner Grosboll noted that funding had not been set aside in the budget for experimental projects such as a shuttle service and requested that a small amount of funds be budgeted for those type of projects. Commissioner Chin requested and the Director agreed to add a development fund to the budget for experimental projects.

Commissoner Grosboll noted his concern over the setting aside of the bureau chief positions and asked for an explanation regarding the substitution of an Administrative Services Director and Operations Director. The Director explained the substitution was necessary in order to prioritize the administration and operations of the new department. She explained that the language in the Charter specifies a bureau chief of traffic and a bureau chief of parking. Although the functions of those positions will be necessary once the Department is underway, the issues of administration and operation are more crucial during the transition period.

Commissioner Chin inquired about the purchase of radios for the PCOs. The Director explained that the radios are lease purchased and would be the property of the Department at the end of a 5-year term.

* * * * *

David Pilpel commented on the budget as follows:

- Regarding action to set up a program budget for shuttle services - He does not concur with an action. He concurs with the Director's opinion that it would be better to go to the Board of Supervisors for supplemental funding on specific projects.

- Regarding positions in the Administrative Division - He noted that 1844 is Senior Management Analyst and not a Principal Administrator. He noted that 1502s in other City agencies are administrative positions such as Secretary to the Commission. He suggested that the 1502 be reclassified and a 1452 be added as Secretary to the Director. He remarked that it may be more appropriate to reclassify the Director of Operations to a Staff Assistant.

- Regarding an inhouse Real Property Officer in the Parking Authority Division - He indicated his support for this position and stated that inhouse real estate officer positions exist in other City departments noting, for example, that the Water Department has a real property person to manager watershed lands in the Peninsula.

- Regarding an inhouse Attorney in the Parking Authority Division - He remarked that, in his opinion, it would be more appropriate to continue with a work order through the City Attorney's Office and once specific legal services are defined, an inhouse position may be appropriate. He suggested at this time it may be more appropriate to have a claims office.

- Regarding PCOs - He strongly concurred with the request for additional PCOs for weekend parking enforcement.

- He noted that a lease purchase for equipment makes sense if a capital budget is being avoided.

Scott Hauge, President of the Small Business Network, addressed the Commission regarding the need additional PCOs on staff. He noted the importance of increased parking enforcement for the small businessman as well as all San Franciscans and visitors and stated his endorsement for increasing the number of PCOs planned for the Parking and Traffic Commission staff.

NEW BUSINESS

Supplemental Appropriations Request for Construction Funds for Polk-Bush Garage

The Director explained that the item will be heard at the next meeting of the Commission reclassified under the San Francisco Parking Authority as recommended by counsel.

ADJOURNMENT

Thereupon the meeting was adjourned at 3:50pm.

Respectfully submitted,

Rina Cutler
Director
Parking and Traffic Commission

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

# REPORT TO THE PARKING AND TRAFFIC COMMISSION

02/26/90
Submitted by Rina Cutler,
Director

EXHIBIT A

At the request of Mayor Agnos, I have done an evaluation of the necessity and effectiveness of a boot immobilization program in conjunction with a 30-day amnesty program for the City of San Francisco. As you are aware, as Deputy Commissioner for the City of Boston's Transportation Department, one of the divisions I had responsibility for was Towing and Booting. Therefore, I am familiar with the operational and administrative aspects of this type of program. The Mayor indicated to me that he wanted me to take that knowledge and review the current situation in San Francisco. I have had several meetings with both the Police Department and the Municipal Court in order to get their perspective and imput relative to the potential implementation of a similar program here. Section I deals with a review of several current boot immobilization programs with relevant data.

## STATISTICAL DATA/BOOT PROGRAMS

| | BOSTON | D.C. | PHIL. | DENVER | L.A. | NEW ORLEANS |
|---|---|---|---|---|---|---|
| Annual Total | 9,500 | 22,622 | 5,257 | 2,868 | 15,087 | 4,277 |
| Start-Up Year | 1978 | 1979 | 1983 | 1955 | 1987 | 1983 |
| Boot Fee Revenue | 190,000 | 420,400 | 96,000 | 143,400 | 202,698 | 164,000 |
| Boot Fee | 56 | 25 | 25 | 50 | 35 | 50 |
| Number of Boots in Inventory | 150 | 250 | 260 | 175 | 300 | 300 |
| Manufacturer Used | Palma | Palma | NA | NA | Palma | NA |
| Number of Boot Crews | 6 | 6 | 5 | 4 | 6 | 3 |
| Number Release Crews | 3 | 4 | 2 | 2 | 6 | 2 |
| Number Boots Per Crew Per Day | 15 | 18 | 6 | 8 | 15 | 8 |
| Escape Rate (Where Avail.) | 2/100 | 10/mo | 17/yr | NA | 219 since 1987 | NA |

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## SECTION II

## RECOMMENDATION ON BOOTING

It is my opinion that a boot program would be a useful tool within an overall parking management strategy for the City. I consider it an important enforcement tool in achieving a public attitude of respect for, and compliance with, City parking regulations. Furthermore, it will have a positive effect resulting in greater mobility, smoother traffic flow and transit operations resulting from reductions in traffic congestion and illegal parking.

I understand that the immobilization and impoundment of vehicles are considered by many people to be drastic actions. However, it must be recognized that over 15,000 violators have accumulated in excess of 10 unpaid citations. It is likely that these people will continue to park without regard to the rights of the rest of the public unless a stronger deterrent is exercised.

Having stated that opinion, I must urge caution due to a number of operational concerns. The most serious issue is the lack of an overall parking management information system within the Parking and Traffic department. There has been much discussion about the success of the boot program in cities such as Boston, New Orleans, Denver, Houston, and others. All of the cities have an integrated parking management information system under the control of their traffic and parking departments.

I believe that the success of a booting program, as well as an effective parking management program, is contingent upon having in place an integrated parking management information system which supports all interrelated operational functions (booting, towing, ticketing, meters, residential permit parking, abandoned vehicles, sign management, and traffic signals) within the new department. Without this integrated approach, it will be much more time consuming to ensure that only appropriate vehicles are booted. Clearly, this will be the top priority. However, in order to eliminate errors as much as possible, the lack of an integrated system will result in an increase in administrative and operational costs in order to ensure a minimum margin of error. I have attached a list of operational tasks on the following page which are required in order to implement this program.

THE FOLLOWING ARE THE TASKS WHICH MUST BE COMPLETED PRIOR TO THE IMPLEMENTATION OF THE BOOTING PROGRAM

## TASKS

### Planning

Prepare functional statement
Coordinate with towing plan
Prepare City ordinance for booting fee (based upon cost analysis)

### Procedures

Develop Standard Operating Procedures
Develop performance standards and M.I.S. requirements
Develop booting routes
Develop boot/release shifts
Develop communication and computer procedures
Develop payment procedures

### Equipment/Supplies

Define boot specifications
Purchase and receive new boots and miscellaneous equipment
Prepare boots for street (numbers on arm)
Design and construct boot storage slots
Design uniform specifications
Purchase and receive new uniforms
Purchase and receive spray paint compressor

### Staffing/Training

Develop job descriptions
Hire booting manager
Develop training program
Train personnel

### Implementation

Implement computer system
Institute booting fee
Implement public information campaign
Implement full scale booting program

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## SECTION III

## LEGAL ISSUES

A booting program which is properly implemented will be upheld by the courts. Booting programs have been challenged and upheld in numerous jurisdictions. By now, the constitutional questions regarding the boot have been clarified by the courts.

Various courts have declared that the basic test to determine the constitutionality of depriving an individual of his property without a prior hearing involves the balancing of three factors:

1. The private interest that will be affected by the official action.

2. The risk of a mistaken deprivation through the procedures used.

3. The government interest invovled and the burden on the government of using other less dramatic measures. (See Mathews vs. Eldridge, 424 U.S. 319,96 S. Ct. 893, 47.L.Ed. 2d 18 (1976)).

Courts have found that a hearing before seizure of property is not required in certain extraordinary situations; i.e., whenever three factors are present:

1. The seizure is directly necessary to secure an important government interest.

2. There is special need for prompt action.

3. The person performing the seizure is a government official who determines that seizure was necessary. (Fuentes vs. Shevin, 407 U.S. 67, 92 S. Ct. 1983, 32 L. ED. 2d 556, 1972).

Other jurisdictions have found that a proper booting program meets the three factors in the above test and is therefore constitutional. (See Patterson vs. Cronin, 650 P. 2d 531, (col. 1982); Bane vs. City of Boston, 396 N.E. 2d 155 (Mass. App. 1979); Ulmer G. Wilson vs. City of New Orleans, No. CA-2551, Court of Appeals, Fourth Circuit, Affirmed March 12, 1985).

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It is imperative that the City allows the violator a post-seizure hearing shortly after the vehicle is booted. Courts have found that a hearing available within seventy-two hours of the boot is sufficient to protect the violator's right to procedural due process (See Wilson vs. City of New Orleans, supra).

The following is a quotation from the text of the Louisiana Supreme Court Opinion involving Wilson vs. City of New Orleans:

> "Because of the failure to provide notice reasonably calculated to appraise relator of the proposed action by the City to deprive him of the use of his vehicle... we hold that the city deprived relator of an interest in property without due process of law. Our holding, however, is a narrow one. We do not question the power of the city to seize a motor vehicle against which there have been excessive unresolved parking charges before a final judgement as to the validity of the charges, so long as the city has given the owner notice and chance to contest the classification of his vehicle in a fair prior informal procedure.The owner may not litigate his guilt or innocence of the alleged parking violation in the informal procedure, but he is entitled to question only whether the criteria for booting his vehicle has been met".

AS OF FEBRUARY 1, 1990

| | | |
|---|---|---|
| Total Registrations on Violation System | 348,420 | |
| Total Out of State Registrations | 37,633 | |
| With Less Than 5 Citations | 309,531 | 88.838% |
| **30,375 REGISTRATIONS WITH 5-19 TICKETS** | | |
| With 5-9 Citations | 23,306 | 6.689% |
| With 10-19 Citations | 7,069 | 2.029% |
| **8,152 REGISTRATIONS WITH 20-49 TICKETS** | | |
| With 20-29 Citations | 7,218 | 2.072% |
| With 30-39 Citations | 635 | 0.182% |
| With 40-49 Citations | 299 | 0.086% |
| **323 REGISTRATONS WITH 50-99 TICKETS** | | |
| With 50-59 Citations | 157 | 0.045% |
| With 60-69 Citations | 88 | 0.025% |
| With 70-79 Citations | 48 | 0.014% |
| With 80-89 Citations | 18 | 0.005% |
| With 90-99 Citations | 12 | 0.003% |
| **39 REGISTRATIONS WITH OVER 100 TICKETS** | | |
| With 100-109 Citations | 8 | 0.002% |
| With 110-119 Citations | 9 | 0.003% |
| With 120-129 Citations | 5 | 0.001% |
| With 130-139 Citations | 5 | 0.001% |
| With 140-149 Citations | 3 | 0.001% |
| With 150-159 Citations | 4 | 0.001% |
| With 160-200 Citations | 4 | 0.001% |
| With 200-229 Citations | 1 | 0.000% |
| TOTALS | 348,420 | 100.000% |

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## SECTION IV

## AMNESTY

On the second issue of a 30-day amnesty, I must question why those who haven't paid their parking tickets deserve an amnesty. In most cases, amnesty is not a thoroughly analyzed alternative to existing policy, but a quick fix reaction to political pressure for some anticipated positive public acceptance. I have found overall that it is seldom good public policy because it rewards those who delay payment thereby penalizing those who do pay on time, it trivializes parking enforcement by reducing the stated penalties for illegal parking, and it tends to weaken other parking enforcement mechanisms by questioning the committment to pursue strong parking management. Having said all that, it is my belief at this time that there is generally public support for an amnesty program in conjunction with a boot program. Furthermore, I am not sure that a majority of the Board of Supervisors are willing to support the boot program without an amnesty component. I believe the use of booting as an enforcement tool for serious violators outweighs my objections to an amnesty program.

Houston Chronicle
Thursday
Febrary 25, 1988

# Legality of 'booting' cars well-established, city official says

## Use of device has survived numerous challenges

By SUSAN WARREN
Houston Chronicle

Though new here, the car-immobilizing boot has survived many court challenges in other cities, locked up the vehicles of thousands of parking scofflaws and reaped millions of dollars of ticket revenues.

Assistant City Attorney Paul Bibler was prepared for the outcry that followed the boot's debut in Houston on Monday — protests that the boot law is unconstitutional and deprives citizens of due process.

For more than a year, Bibler had been researching the legal issues surrounding the boot and building safeguards into Houston's law.

His homework included the study of court cases in Denver, Boston and New Orleans, where the boot has been in use for years despite attempts to have it declared illegal.

"We've built every conceivable safeguard into the ordinance and we've addressed every difficulty that's been perceived by other courts in other ordinances," Bibler said. "We've done everything humanly possible. It's a very carefully drafted ordinance."

Court rulings elsewhere have held the boot constitutional as long as people get adequate notice before being booted and as long as booted citizens can appeal in a hearing.

Accordingly, Bibler made sure Houston's law provides that a citizen be notified at least 15 days before he goes on the active "boot list." Immediately before a boot goes on a car, a last-minute computer check is done to ensure the fines haven't been paid or the car sold.

After a car is booted, the owner can demand an immediate hearing in Municipal Court. To allow for this, booting stops two hours before those who hear the cases leave for the day. Also, if a car is booted by mistake, it will be unbooted at no cost.

"All of those things are the elements of due process — notice and safeguards to short-circuit errors," Bibler said.

The city is immobilizing the cars registered to people with at least three unpaid parking tickets. The boot is not removed until the owner of the car pays the tickets and a $100 boot fine, or successfully appeals the booting.

At least two challenges to the boot's constitutionality have been voiced, one in a letter by Associate Municipal Court Judge Janet Marton Philbin and another in a lawsuit by a man whose car was among the first booted.

In Denver, where the boot originated 23 years ago, objections of unconstitutionality were overruled after the city began sending certified letters notifying people with unpaid tickets that they could be booted.

Though booted citizens still complain, the city is now on solid legal ground, said Jim Russell, a supervisor in the Denver city attorney's office.

In Boston, a court asserted in the 1979 case, Bane vs. the city of Boston, that as long as the city was providing notification and a chance for a hearing, the boot did not deny due process. Massachusetts' highest court upheld the ruling.

Since then, there haven't been any serious challenges to the boot, said Jerry Connors, director of enforcement of the Boston Transportation Department.

"Periodically we have law students who think they are going to have a ball with us," he said. "They usually go for the unconstitutionality of it all. Somehow they think the city does not have the right to impound a motor vehicle."

Connors pointed out that U.S. cities were impounding cars long before the boot — by towing them. There is no difference in the issues between towing and booting, he said, though the advent of the boot has renewed the protests.

The boot is not quite a year old in Los Angeles, where no one has challenged it in court. The issue of impounding a car without due process has been put to rest in a lawsuit involving a towed car, Assistant City Attorney Bret Lobner said.

Again, notification and the right to a hearing after the car is towed were the court's main criteria for due process.

L.A. Times
7/25/89

# ostscript

ere was no effective method of dealing with the unpaid tickets until the booting program came into being.'

April of 1987, Los Angeles traffic
of officers began attaching a
-like device known as the Boot on
les they found with multiple unpaid
ng tickets on record.
ting cars was chosen by a
ated city Department of
-portation as a way to chisel away at
sive, $100-million backlog of
g fines, city Parking Administrator
t Yates said.
e years later, parking violators in
ngeles still abound, even with the
t of the Boot. The number of
eligible vehicles on file—those with
r more outstanding tickets—has
from 65,000 to about 95,000, said
Beechum, city parking
cement manager.

given the rise in parking violators
Angeles, the 85% collection ratio
ea now is an improvement from
oot years, when about half of all
ng tickets issued would not be paid,
Beechum said.
e Boot, introduced in Denver and
common in many cities, is fixed onto
er's front wheel, preventing it from
ng. Drivers finding their vehicles
with the contraption have three
days to pay all their outstanding parking tickets, plus a $35 booting fee, or the vehicle is towed and the recovery fees rise to at least $50, officials said.

About 4,273,688 parking tickets have been issued in the city in the last year, Beechum said. That's 488 every hour.

In last two years, the Boot has been slapped onto 21,781 cars. Of those, about 12,000 have been retrieved by their reproachful owners, Beechum said. Unclaimed vehicles are sold for lien, to pay off their owner's parking debts and the cost of booting, towing and storing. Any car sale profit goes back into the budget that supports the Department of Motor Vehicles, she said.

"It's a start," Beechum said. "There was no effective method of dealing with the unpaid tickets until the booting program came into being."

These days 70 to 80 cars a day are clamped by a dozen city-employed traffic officers who are assigned solely to work on the Boot beat. Fitters roam the city streets, concentrating on areas where chronically illegal cars and Boot candidates are reported by neighbors.

"The booting unit is kind of an elite group," Beechum said. "They enjoy catching these violators and everyone in the department appreciates their actions. It gives encouragement to other officers to know that tickets they are writing are going to get paid."

The booting unit has an arsenal of about 400 boots—which cost $360 each—hoofed up from the original 200 the program began with, she said. The devices used in Los Angeles are made by Palma Auto-Boot of Arlington, Va.

Since the program started, 210 boots have been stolen or destroyed, Beecham said. "The assumption is, before the city could get to the booted car, owners towed it to a secluded location and the boots were cut or pried off," she said. In addition, at least one boot-related scam has caught some used-car buyers.

Escaped vehicles—those which have had the Boot removed illegally—have been sold to unsuspecting buyers.

"The victim buys the car, the tickets—and the fact that the car was booted," Beechum said. She advised people planning to buy a used car to check the vehicle's ticketing status with the DMV.

Beechum said the rise in the ticket collection rate, which nets the city about $1.7 million per year, does more than make up for the headaches that come with pilfered boots.

She added that the fear factor is the main reason why the booting program has been effective.

"The psychological impact is what gets people to respond to paying the fines," she said. "Having it out there, where everyone in the neighborhood can see. . . . I imagine it's pretty embarrassing."

—JOHN H. I

JOE KENNEDY / Los Angeles Ti

Boot attached to front wheel of an abandoned vehicle in Hollywoo

Monterey Herald
Friday
July 31, 1987

# Parking Offenders Will Get the Boot

By Judy Hammond
Herald Staff Writer

There will be something new on the streets of Monterey in about two weeks.

It will be heavy metal and perhaps bright yellow — and if you are unlucky enough it will be attached to your car.

Big-time parking offenders in the city will get the so-called boot attached to the front wheel of their vehicle starting in about two weeks under a new city of Monterey program.

The only way the parking offender can get the car released is to pay the fine — in full and in cash, cashier's check or money order. If the fine is not paid and the car not moved within 72 hours, it will be towed and impounded, costing the offender even more bucks.

"It's a tough enforcement program geared at a very small segment of the community," said Carl Anderson, public facilities director for the city.

City officials demonstrated the mean-looking clamp Thursday at the Monterey Conference Center.

The main targets are the 100 worst offenders who each owe more than $500 in parking fines, Anderson said. However, the boot also will be attached to cars of those who have received five or more parking tickets. And the vehicle does not have to be illegally parked to get the boot.

"As we find that vehicle, we will boot it," Anderson said.

The city of Monterey becomes the fourth city in the state to use the boot under a 1986 state law, making the device a legal method to try to get people to pay their delinquent parking fines. The others are Los Angeles, Hermosa Beach and Manhattan Beach.

If parking offenders, sometimes called scofflaws, are embarrassed to find their car immobilized by a bright yellow clamp, they may become even more red faced when they find their names published in The Herald along with the amount of money they owe.

In about a week, the city will run the first of a quarterly series of ads listing the approximately 100 worst offenders — those who owe more than $500 in fines. The list goes back to January 1985. These people have been notified of the program, Anderson said.

The city was forced to resort to these strict measures because of the growing number of people who fail to pay up, Anderson said.

"As a group, 987 multi-violators with a total of 11,508 citations owe the city $342,224," he said.

In 1986, more than 90,000 citations were issued, he said. The majority of motorists received only one citation and paid the fine promptly, he said.

The city gets its list of parking violators from Datacom which handles all parking fines for the city. When a parking enforcement officer locates an offender's vehicle, the officer will call for the boot team, which will be on duty weekdays. It only takes a minute to fasten the mean-looking clamp.

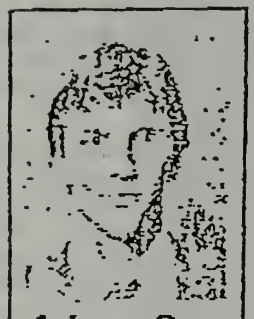
Those who find the boot on their vehicle will be left instructions on the reverse side of ominous signs that will be placed on the car windows. Signs warn the offender not to move the car — and advise the person to make a quick trip to the City Hall revenue office where the fine must be paid.

The city will start with six boots, at a total cost of $1,000, Anderson said.

There are 1,000 parking spaces downtown in lots and garages, said Marshall Reeves, parking superintendent. Some of the lots have 10-hour parking and permits are available for the two garages, he said.

Chicago Sun-Times
April 12, 1983

# Give scofflaws the (Denver) boot



Adam G. Clement

PERSONAL VIEW

Chicago loses at least $20 million a year in unpaid parking tickets. But scofflaws don't just cost the city money; they increase traffic congestion in our downtown areas, too.

Other cities have effectively cracked down on parking violators with devices known as "Denver boots." These devices are 20-pound iron clamps that police place on the wheels of illegally parked cars—usually the cars of habitual scofflaws. Once a car has been booted, it is immobilized. The owner must pay all back tickets before he or she can get the auto back into operation.

Everywhere the boot is in use, it has increased revenue, cleared clogged streets and strengthened public respect for parking laws.

In Boston, for example, the city collected $1.4 million in parking fines during fiscal 1981, the year before it implemented the boot. Collections rocketed to $21.5 million in fiscal '82. The Boston police Traffic Department is also regularly publishing the names of the top 2,000 parking violators in the Boston Globe.

Officials there say the mere appearance of the boot encourages people to obey the laws. And it has already prompted four of Boston's top five violators to pay up.

What's the potential for the boot in Chicago? Large. But what's the city doing to improve on its collection of parking tickets? Not much.

The Chicago Police Department Traffic Division, headed by Assistant Deputy Supt. Marilyn O'Regan, says it is investigating the possibility of using the boot.

It has said that for many months.

After researching both the boot and Chicago's "investigation" into its use, we at the Joyce Foundation have concluded that the Traffic Department is either stalling or lacking the investigative skills it needs.

When our staff first started calling the Traffic Division last August, O'Regan told us to take our question to the clerks and judges who deal with ticket collections. (They expressed surprise to us that the police were passing the buck to them.) O'Regan also told us her office was s waiting for information on the boot from other citie

Today workers in the Traffic Division are giving same responses they gave last year. They still claim to waiting for the "needed information." They also cl that authorities in Boston, Denver, Washington and ot cities are not very receptive to their requests for da

We have in fact spoken with officials in these citie and received a substantial amount of information fr them. With their help, we assembled a tidy package information about the boot in about six weeks. Yet wh we tried to contact O'Regan in February, one of h assistants told us that the boot investigation had come a "screeching standstill."

O'Regan has also made statements that show her l of knowledge about the boot and its success.

For example, she has said she believes it should be us in "outlying" areas of the city. Had the Traffic Divisi been doing its homework, she would have realized th the boot's success is primarily in relieving congestion financial districts and other busy areas. Most habitu scofflaws violate parking laws downtown. In fact, ma cities use the boot only in such areas.

The Traffic Division's lack of enthusiasm and re tance to change will only perpetuate Chicago's scoffl problem.

In these times of tight budgeting, the city has obligation to experiment with new methods of enforci traffic laws and collecting revenue.

When the Denver boot holds the possibility of rais $20 million or more but no attempts are made to use one wonders why. Here is an excellent opportunity to needed money for the city, strengthen respect for la and unclog our streets. Inaction on this issue is cost the city millions of dollars and headaches. Whatever behind the inaction—be it incompetence or some vest interest—it can be overcome.

The new administration should make sure Chicago d not continue to trail other cities in adopting new metho to get the revenue it deserves. It should get behind t Denver boot.

*Adam G. Clement is a program intern with t Chicago-based Joyce Foundation, a non-profit gro that puts major emphasis on improving education, c ture, government and economic opportunity in the ar*

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

## SECTION V

## IMPLEMENTATION

Because of the tasks required for program start-up and implementation of a successful booting program, I would not recommend that a program be implemented before October. It will take a period of time to order the equipment, hire and train the staff, and deal with the other operational tasks listed in Section II.

However, if the Commission decides to vote for the recommendation to do an amnesty program, I would recommend that it take place as soon as possible. Based on previous publicity, I believe that waiting to do this portion of the program might further discourage people from paying their parking tickets. Based on my initial discussions with the Municipal Court, they will require 6-8 weeks to implement this piece. Therefore, I would recommend the following timetable: an amnesty program during the month of May or June followed by several months of a public education campaign, with the boot immobilization program beginning in October of 1990. That is assuming that all of the operational issues can be successfully addressed. I am requesting that the Parking and Traffic Commission review these recommendations and consider a policy vote on this issue.

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

TO: PARKING AND TRAFFIC COMMISSIONERS

FROM: RINA CUTLER, EXECUTIVE DIRECTOR Rina Cutler

RE: FY 90-91 BUDGET INFORMATION DRAFT

DATE: MARCH 1, 1990

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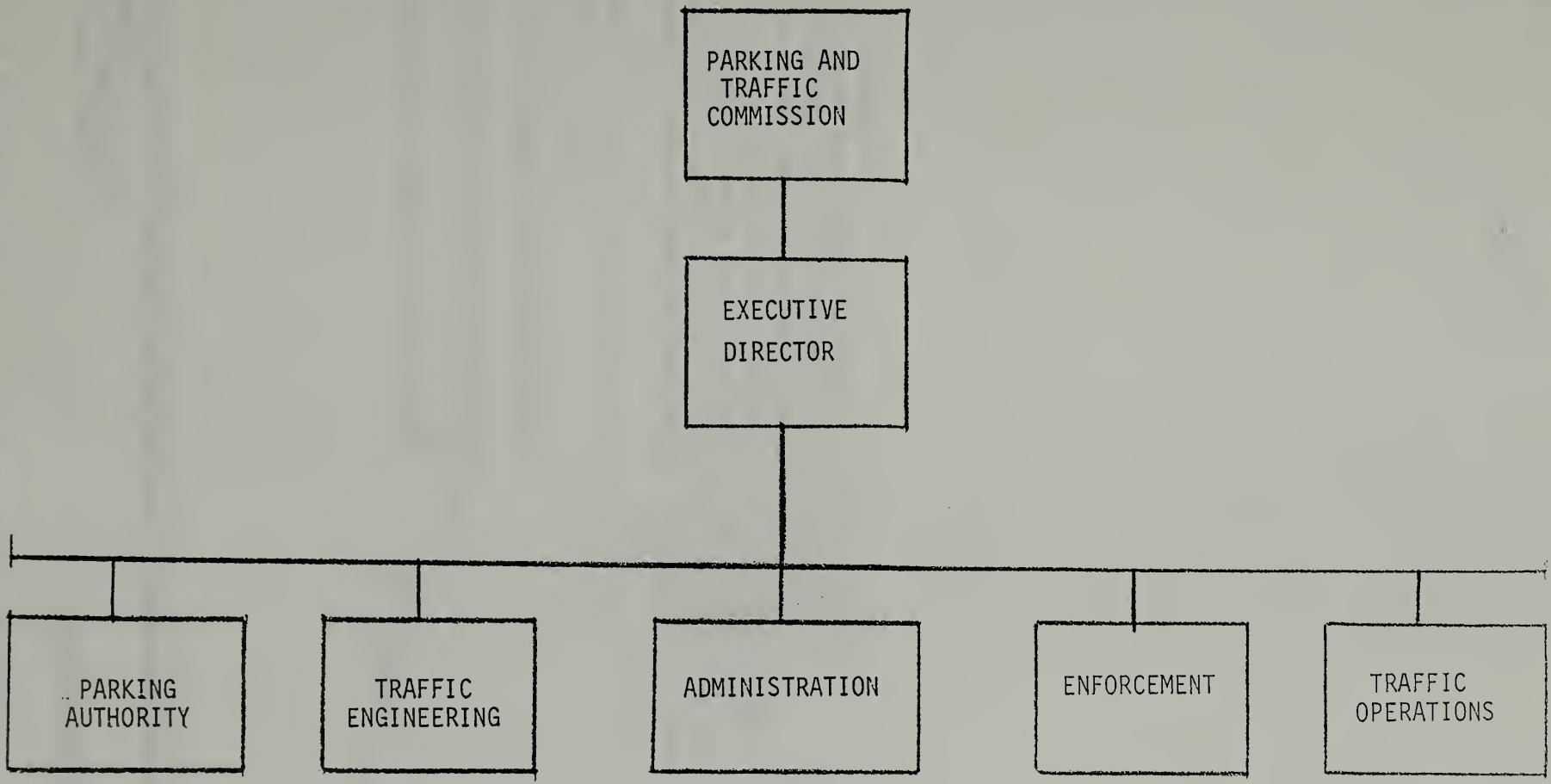
The enclosed is a rough draft of the budget information for the Parking and Traffic Department for fiscal year 90-91. It is not complete as certain issues are still unresolved. However, it will give you a snapshot view of funding level recommendations for both personnel and non-personnel items. The written justifications and revenue projections are still being completed. Please feel free to contact me if you have any questions or comments.

EXHIBIT B

# INTERIM/TRANSITIONAL ORGANIZATIONAL CHART



SECTION I: OVERVIEW

The budget format has been broken down into five divisional budgets on the personnel side, and one overall departmental budget on the non-personnel side. Furthermore, each divisional budget has been broken down into categories (new positions, current positions, and current temporary positions.)

The baseline budget is approximately 21.2 million dollars. These costs will be transferred to the new department as follows:

$9.8 million for parking control

$4.5 million for Parking and Traffic Administration

$5.9 million for traffic engineering

936,217 Interdepartmental budget

There is still a "grey area" under discussion relative to administrative costs within the Department of Public Works, the Police Department, and the Tax Collector's Office and what portion of those dollars should be assigned to the new department. This is an on-going discussion and while it will impact the baseline for the new department (it will increase it), it will not have an impact on departmental needs or priorities for budget submission purposes.

PARKING AND TRAFFIC DEPARTMENT

PERSONNEL BUDGET: OVERVIEW

| DIVISION | NO EMPLOYEES | TOTALS |
|---|---|---|
| ADMINISTRATION | 22 | 1,024,747 |
| ENFORCEMENT | 296 | 7,839,831 |
| PARKING AUTHORITY | 9 | 413,185 |
| TRAFFIC ENGINEERING | 38 | 1,666,411 |
| TRAFFIC OPERATIONS | 100 | 3,927,219 |
| DEPARTMENT TOTALS | 465 | 14,851,241 |
| MANDATORY FRINGE (25%) | | 3,706,258 |
| OVERTIME | | 255,000 |
| TOTAL LABOR COSTS | | 18,812,499 |
| TOTAL NON-LABOR COSTS | | 6,745,895 |
| TOTAL DEPARTMENTAL COSTS | | 25,558,394 |

DIVISION: ADMINISTRATION

| CODE | TITLE | NO | ANNUAL | FUNDING SOURCE | STATUS |
|---|---|---|---|---|---|
| 1101 | EXEC DIR., PTC | 1 | 89,960 | OFF-STREET | CURRENT |
| 000A | DIR, ADMIN SERV | 1 | 75,010 | OFF-STREET | CURRENT-TEMPORARY |
| 000A | DIR, OPERATIONS | 1 | 68,200 | OFF-STREET | NEW |
| 000A | DIR, PUBLIC INFO/ED | 1 | 49,010 | OFF-STREET | NEW |
| 5290 | TRANS, PLANNER IV | 1 | 56,628 | OFF-STREET | NEW |
| 5293 | TRANS, PLANNER III | 2 | 95,420 | OFF-STREET | NEW |
| 1823 | SEN ADMIN ANAL | 2 | 102,180 | OFF-STREET | CURRENT-TEMPORARY |
| 1844 | PRIN ADMIN ANAL | 1 | 45,414 | OFF-STREET | NEW |
| 000A | DP PROG/SYS SUPV | 1 | 56,300 | OFF-STREET | NEW |
| 000A | FINANCE DIR | 1 | 58,000 | OFF-STREET | NEW |
| 1270 | DEPT PERS OFFICER | 1 | 56,628 | OFF-STREET | NEW |
| 1222 | SEN PAY/PERS CLK | 2 | 66,508 | OFF-STREET | NEW |
| 1502 | CONF SEC | 1 | 36,707 | OFF-STREET | CURRENT |
| 1446 | SECRETARY II | 3 | 88,998 | OFF-STREET | CURRENT-1;TEMPORARY-1; NEW- 1 |
| 1840 | JR MGMT ASST | 1 | 34,216 | OFF STREET | CURRENT-TAX COLL-WORK ORDER |
| 1652 | SEN ACCOUNTANT | 2 | 37,000 | OFF-STREET | CURRENT-POLICE ADMINISTRATION |
| TOTALS (DIVISION) | | 22 | 1,019,755 | | |
| WORD PROCESSING PREMIUM | | | 4,992 | | |
| | TOTAL | | 1,024,747 | | |

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* Please note: At the present time, I believe these two positions are more crucial to implementation than the bureau chief positions. While I will include the titles in the budget to reserve the right in the future to utilize them, I will zero fund them.

DIVISION: PARKING AUTHORITY

| CODE | TITLE | NO | ANNUAL | FUNDING | STATUS |
|---|---|---|---|---|---|
| 1104 | DIRECTOR | 1 | 61,000 | OFF-STREET | CURRENT POSITION |
| 1102 | ASST DIR | 1 | 49,000 | OFF-STREET | CURRENT POSITION |
| 8178 | SR ATTORNEY | 1 | 67,782 | OFF-STREET | * CURRENT WORK ORDER |
| 4140 | REAL PROP OFFICER | 2 | 98,600 | OFF-STREET | ** CURRENT WORK ORDER |
| 1652 | SR ACCOUNTANT | 1 | 37,000 | OFF-STREET | CURRENT POSITION |
| 8173 | LEGAL ASST | 1 | 36,400 | OFF-STREET | * CURRENT WORK ORDER |
| 1446 | SECRETARY II | 1 | 26,509 | OFF-STREET | CURRENT POSITION |
| 1452 | EXECUTIVE SECRETARY | 1 | 34,398 | OFF-STREET | CURRENT TEMP. POSITION |
| TOTAL (DIVISION) | | 9 | 410,689 | | |
| WORD PROCESSING PREMIUM | | | 2,496 | | |
| | TOTAL | | 413,185 | | |

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* The Parking Authority currently work orders the City Attorney's Office for a variety of services in the amount of $125,607. This would allow for a full time attorney and a legal assistant to handle all current legal business, as well as the claims division required for the Traffic Engineering division.

** The Parking Authority currently work orders the Department of Real Estate for a variety of services in the amount of $191,000. This would enable us to do property management on site for Parking Authority leases.

DIVISION: ENFORCEMENT

| CODE | TITLE | NO | ANNUAL | FUNDING | STATUS | AVERAGE SALARY |
|---|---|---|---|---|---|---|
| 000A | DIR, ENF | 1 | 57,000 | PARK FINES | DONE BY UNIFORMED POLICE OFFICERS | |
| 000A | SUPV, PK ENF | 3 | 135,000 | PARK FINES | DONE BY UNIFORMED POLICE OFFICERS | (45,000) |
| 000A | SUPV, TOW/BOOT | 1 | 45,000 | PARK FINES | NEW | |
| 000A | SUPV, COMMUN | 1 | 37,500 | PARK FINES (10) | NEW | |
| 000A | ASST SUP PARK ENF | 6 | 246,000 | PARK FINES | DONE BY UNIFORMED POLICE OFFICERS | (41,000) |
| 000A | P&T CONTROL DISP | 6 | 166,500 | PARK FINES (9) | NEW | |
| 3216 | SR PCO | 20 | 540,310 | FINES/METERS (9) | 15 CURRENT/5 NEW | (27,016) |
| 3214 | PCO | 240 | 6,128,626 | FINES/RPP (9) | 215 CURRENT/25 NEW | (25,538) |
| 0000 | BOOTER | 9 | 186,975 | FINES/BOOT (9) | NEW | (20,775) |
| 823 | SEN ADMIN ANAL | 2 | 102,180 | PARK FINES | CURRENT-POLICE ADMIN | |
| 829 | OPER ANAL | 1 | 38,584 | PARK FINES | CURRENT-POLICE ADMIN | |
| 424 | CLK TYPIST | 4 | 98,488 | PARK FINES | CURRENT-POLICE ADMIN | |
| 426 | SR. CLK TYPIST | 2 | 53,924 | PARK FINES | CURRENT-POLICE ADMIN | |
| TOTALS (DIVISION) | | 296 | 7,836,087 | | | |
| WORD PROCESSING PREMIUM | | | 3,744 | | | |
| | TOTAL | | 7,839,831 | | | |

Number in ( ) indicate funding of number of months.

DIVISION: TRAFFIC ENGINEERING

| CODE | TITLE | NO | ANNUAL | FUNDING | STATUS | AVERAGE SALARY |
|---|---|---|---|---|---|---|
| 5233 | PRIN TRAF ENG | 1 | 79,527 | ROAD FUND | CURRENT POSITION | |
| 5232 | SR TRAF ENG | 2 | 137,390 | ROAD FUND | CURRENT POSITION | (68,695) |
| 5230 | TRAF ENG | 4 | 237,404 | ROAD FUND | CURRENT POSITION | (59,351) |
| 5229 | ASSOC TRAF ENG | 5 | 231,778 | ROAD FUND | CURRENT POSITION | (48,833) |
| 5228 | ASST TRAF ENG | 7 | 285,876 | ROAD FUND | CURRENT POSITION | (45,179) |
| 5362 | CIV ENG ASST II | 4 | 145,535 | ROAD FUND | CURRENT POSITION | (41,055) |
| 5364 | CIV ENG ASSOC I | 3 | 124,165 | ROAD FUND | CURRENT POSITION | (36,383) |
| 6231 | SR STREET INSPECTOR | 1 | 46,066 | ROAD FUND | CURRENT POSITION | |
| 1844 | SR MGMT ANAL | 1 | 45,414 | ROAD FUND | CURRENT POSITION | |
| 1446 | SECRETARY II | 1 | 31,486 | ROAD FUND | CURRENT POSITION | |
| 1426 | SR CLK TYPIST | 3 | 84,584 | ROAD FUND | CURRENT POSITION | |
| 1424 | CLK TYPIST | 1 | 26,416 | ROAD FUND | CURRENT POSITION | |
| 5302 | TRAF SURV TECH | 5 | 184,530 | ROAD FUND | CURRENT POSITION | |
| TOTAL (DIVISION) | | 38 | 1,660,171 | | | |
| WORD PROCESSING PREMIUM | | | 6,240 | | | |
| | TOTAL | | 1,666,411 | | | |

DIVISION: OPERATIONS

METER DIVISION

| CODE | TITLE | NO | ANNUAL | | FUNDING | STATUS | AVERAGE SALARY | |
|---|---|---|---|---|---|---|---|---|
| 7123 | MACH/METER SUPT | 1 | 62,953 | | METER REVENUE | CURRENT POSITION | | |
| 7258 | MACH SUPV I | 1 | 56,846 | | METER REVENUE | CURRENT POSITION | | |
| 7243 | PKG MET SUPV I | 3 | 145,120 | | METER REVENUE | 2 CURRENT/1 NEW | | |
| 7444 | PKG MET REPAIR | 17 | 608,655 | | METER REVENUE | 16 CURRENT/1 NEW | (36,905) | |
| 7332 | MAINT MACH | 6 | 264,401 | | METER REVENUE | CURRENT POSITION | (43,900) | |
| 7514 | GEN LABORER | 2 | 67,390 | | METER REVENUE | CURRENT POSITION | (33,700) | |
| 7346 | PAINTER | 1 | 44,109 | | METER REVENUE | CURRENT POSITION | | |
| 1844 | SEN MGMT ASST | 1 | 45,240 | | METER REVENUE | CURRENT-WORK ORDER-TAX COLL | | |
| 1842 | SEN ADMIN ANAL | 1 | 38,367 | | METER REVENUE | CURRENT POSITION | | |
| 1426 | SR CLK TYPIST | 1 | 28,759 | | METER REVENUE | NEW POSITION | | |
| | (SUB-TOTAL) | 34 | 1,361,840 | | | | | |
| TRAFFIC SIGNAL DIVISION | | | | | | | | |
| 7276 | ELEC SUPV II | 1 | 64,180 | | ROAD FUND | CURRENT POSITION | | |
| 7238 | ELEC SUPV I | 1 | 57,656 | | ROAD FUND | CURRENT POSITION | | |
| 7345 | ELECTRICIAN | 12 | 613,300 | | ROAD FUND | 9 CURRENT/3 NEW | (51,026) | * |
| 7338 | LINEWRKER | 2 | 102,050 | | ROAD FUND | CURRENT POSITION | (51,026) | |
| 7510 | LAMPER | 1 | 24,440 | | ROAD FUND | NEW POSITION | | ** |
| 1424 | CLK TYPIST | 1 | 26,409 | | ROAD FUND | CURRENT POSITION | | |
| | (SUB-TOTAL) | 18 | 888,035 | | | | | |
| TRAFFIC SIGN DIVISION | | | | | | | | |
| 9746 | DIR, SIGN SHOP | 1 | 59,325 | | ROAD FUND | CURRENT POSITION | | |
| 5302 | TRAF SURVEY TECH | 4 | 147,620 | | ROAD FUND | CURRENT POSITION | (36,905) | |
| 5303 | SUPV, TRAF SIGNS | 4 | 156,136 | | ROAD FUND | 2 CURRENT/2 NEW | (41,238) | ** |
| 7457 | TRAF SIGN WRKER | 14 | 472,651 | | ROAD FUND | CURRENT POSITION | (35,209) | |
| 1853 | EDP CONTROL CLK | 1 | 26,569 | | ROAD FUND | CURRENT POSITION | | |
| 7524 | INST UTIL WRKER | 1 | 27,196 | | ROAD FUND | CURRENT POSITION | | |
| 5320 | ILLUSTRATOR | 1 | 21,533 | (PT) | ROAD FUND | CURRENT-TEMPORARY | | |
| 1426 | SR CLK TYPIST | 1 | 27,066 | | ROAD FUND | CURRENT POSITION | | |
| 1424 | CLK TYPIST | 1 | 26,416 | | ROAD FUND | NEW POSITION | | |
| | (SUB-TOTAL) | 28 | 964,512 | | | | | |
| CURB PAINTING | | | | | | | | |
| 5301 | SUPV, TRAF PAINT | 1 | 41,055 | | ROAD FUND | CURRENT POSITION | | |
| 7245 | FOREMAN | 2 | 81,000 | | CURB PAINTING | CURRENT DPW/BBR | | |
| 7346 | PAINTERS | 6 | 240,384 | | CURB PAINTING | CURRENT DPW/BBR | (40,064) | |
| 1424 | CLK TYPIST | 1 | 22,308 | | CURB PAINTING | NEW POSITION | | |
| | (SUB-TOTAL) | 10 | 384,747 | | | | | |
| RESIDENT PARKING | | | | | | | | |
| 000A | SUPV, RPP | 1 | 51,000 | | RESIDENT PARKING | NEW POSITION | | |
| 1426 | SR CLK TYPIST | 3 | 67,924 | | RESIDENT PARKING | NEW POSITION | | |
| 5302 | TRAF SURVEY TECH | 4 | 147,056 | | RESIDENT PARKING | NEW POSITION | | |
| 7547 | TRAF SIGN WORKER | 2 | 53,369 | | RESIDENT PARKING | NEW POSITION | | |
| | (SUB-TOTAL) | 10 | 319,349 | | | | | |
| TOTAL | (DIVISION) | 100 | 3,918,483 | | | | | |
| WORD PROCESSING PREMIUM | | | 8,736 | | | | | |
| | TOTAL | | 3,927,219 | | | | | |

* This work on the 3:00-11:00 and 11:00-7:00 shifts are handled on overtime. These 3 new positions will allow regular coverage on the 3:00-11:00 shift reducing overtime costs.

** The function is currently being performed as needed by an electrician at a much higher per hour cost. this will also allow better coverage for traffic signal emergency responses.

L ARTMENT OF PARKING & TRAF C
NON-PERSONNEL BUDGET ITEMS
FISCAL YEAR 1990/91

| CODE | DESCRIPTION | FY 1989/90 | FY 1990/9 |
|---|---|---|---|
| | ADMINISTRATIVE BUDGET | | |
| 040 | FEES & OTHER CHARGES | | |
| | Commissioners' Fees | $ 7,250 | $ 7,25 |
| 102 | PROFESSIONAL SERVICES | 150,000 | 97,00 |
| | Janitorial & Maintenance Services Contract | 150,000 | 85,00 |
| | Financial Advisor (Consulting contract) | | 12,00 |
| 106 | WP & PC EQUIPMENT MAINTENANCE | 11,000 | 11,00 |
| | Parking Authority | 5,000 | 5,00 |
| | Traffic Eng'g. & Operations (12 units) | 6,000 | 6,00 |
| 109 | OTHER CONTRACTUAL SERVICES | 484,680 | 532,00 |
| | Parking Meters Collection Contract | 385,560 | 400,00 |
| | Garage Security Contract | | |
| | Mission/Bartlett & 16th/Hoff | 60,120 | 65,00 |
| | Various contracts for Traff. Eng'g. & Opns. Tools/eqpt. repair & maintenance, copy machine, Uniform rental, Sign and Signal shops security service and misc. services | 30,500 | 43,80 |
| | Miscellaneous Contracts | | |
| | PA Copy machines (2), FAX machines (2) Office eqpt, & binding of records | 8,500 | 23,20 |
| 111 | USE OF EMPLOYEE CARS | 1,200 | 2,50 |
| 112 | TRAVEL | 2,000 | 10,00 |
| 113 | TRAINING | 1,000 | 30,00 |
| | Admin/Parking Authority | 1,000 | |
| | Enforcement & General, Safety Training, & Materials & Supplies | | 30,00 |
| 120 | OTHER SERVICES | 392,000 | 418,50 |
| | Admin. & Enforcement | | |
| | Postage, printing & miscellaneous | 386,000 | 412,00 |
| | Traff. Eng'g. & Operations | | |
| | Postage, printing & field expenses | 6,000 | 6,50 |

| CODE | DESCRIPTION | FY 1989/90 | FY 1990/91 |
|---|---|---|---|
| 123 | TELEPHONE | 6,300 | 58,300 |
| | PA/Admin/Tax Collector | 6,300 | 15,000 |
| | Traff. Eng'g. & Operations | undetermined | 10,300 |
| | Enforcement | under DPW | 20,000 |
| | Communications Center | total | 5,000 |
| | Wireline installation | | 5,000 |
| | Wireline leases | | 3,000 |
| 130 | MATERIALS & SUPPLIES | 1,500 | 1,065,348 |
| | Administrative | 1,500 | 4,000 |
| | Traff. Eng'g. & Opns.: | | |
| | Signs, markers, maintenance supplies, traffic paints, office and DP supplies, technical supplies & safety supplies | | 677,048 |
| | Meters, Eqpt/Parts, Security eqpt. | | 180,000 |
| | Enforcement: | | |
| | Office | | 3,500 |
| | Chalk | | 1,800 |
| | Fuel | | 45,000 |
| | Uniforms | | 97,000 |
| | Ticket counting machine | | 5,000 |
| | Boot Program (boots, tools, etc.) | | 52,000 |
| 140 | FIXED CHARGES | 418,805 | 375,335 |
| | Business & Possessory Int. taxes | 415,000 | 370,000 |
| | TEO - Property tax, permits, fees and licenses, share of state highways maintenance & operations costs | 3,805 | 5,335 |
| 144 | MEMBERSHIP DUES | 350 | 500 |
| 146 | RENTAL OF PROPERTY | 172,452 | 478,200 |
| | PA/Traff. Engr. & Garages | 72,452 | 241,000 |
| | Sign Shop | 100,000 | 107,600 |
| | Enforcement | | 129,600 |
| | Meter & Signal | | 0 |
| 220 | EQUIPMENT PURCHASE | | 942,522 |
| | Radio Communication System | | |
| | Interim (Installation of new consoles & control stations, 20 new portables, 5 converters & 10 portable data terminals) | | 125,000 |
| | Permanent - $2,049,000 (4 position trunking consoles, 300 new radios, support eqpt., transmission hardware, back-up power source, and consulting & engineering services) | | |
| | $2,049,000 ÷ 5 yrs + 9% = $ 446,682/yr | | 446,682 |
| | $2,049,000 ÷ 7 yrs + 9% = $ 319,059/yr | | |
| | *If purchased lump-sum, add'l cost of $1,602,318 | | |

| CODE | DESCRIPTION | | FY 1989/90 | FY 1990/91 |
|---|---|---|---|---|
| 220 | EQUIPMENT PURCHASE (continued) | | | |
| | Vehicles & Other Equipment | | | |
| | Boot & PCO Vans ($25,000 x 7) = $175,000* | | | |
| | General Use Cars ($18,000 x 4) = 72,000* | | | |
| | $247,000* ÷ 5 yrs + 10% = $ 54,340/yr | | | 54,340 |
| | *If purchased lump-sum, add'l cost of $192,660 | | | |
| | PCO 3-wheel cycle/scooters - 49 units | | | |
| | (90% of eqpt. presently over 5 yrs old, | | | |
| | with maximum useful life of 6-8 years) | | | |
| | $519,498 ÷ 3 yrs + 10% = $190,500/yr | | | 190,500 |
| | Traff. Eng'g. & Opns. | | | 93,000 |
| | 1-ton Aerial Trucks ($42,000 x 2 units) | | | |
| | Trailer-mounted arrow sign ($5,000 x 1 unit) | | | |
| | Misc. data colln. device ($4,000) | | | |
| | Office Furniture & Equipment | | | |
| | $150,000 ÷ 5 yrs + 10% = $33,000/yr | | | 33,000 |
| | *If purchased lump-sum, add'l cost of $117,000 | | | |
| 231 | WP/DP EQUIPMENT (12 x $2,500) | | _____ | 30,000 |
| | WORK ORDERS | | | |
| 300 | SFPD SECURITY (1 Sgt. & 5 Officers) | | 60,120 | 372,000 |
| | (As recently as last FY, 1 Capt., 3 Lts., & 9 Sgts. at one time to provide super-vision and protection; presently, 1 Capt., 1 Lt., 2 Sgts., and 0 Officers) | | | |
| 303 | REAL ESTATE | | 191,000 | 5,000 |
| 304 | MEDICAL SERVICES (for Enforcement Div.) | | | |
| | Cal OSHA Audio Exam (250 x $20) | | _____ | 5,000 |
| 307 | TAX COLLECTOR | | | |
| | Residential Prkg Permit Cashier Services | | 571,517 | 72,000 |
| 309 | ELECTRICITY | | | |
| | Rankin Janitorial | | 10,465 | 13,000 |
| 310 | CENTRAL SHOPS | | 127,130 | 285,000 |
| | Vehicle Maintenance | | | |
| | Admin/TEO (est. 52 vehicles) | | 94,130 | 100,000 |
| | Fuels & Lubricants | | 33,000 | 35,000 |
| | Enforcement (est. 210 vehicles) | (est) | 150,000 | 150,000 |
| 313 | CIVIL SERVICE - Mgt. Training | | 122 | 2,000 |
| 318 | BUILDING REPAIR | | 123,754 | 125,000 |
| | Admin/PA (13 garages & 23 prkg lots) | | 110,000 | 110,000 |
| | TEO | | 5,555 | 6,000 |
| | Enforcement | | 8,199 | 9,000 |

| CODE | DESCRIPTION | FY 1989/90 | FY 1990/91 |
|---|---|---|---|
| 320 | ENGINEERING<br>Construction Mgt., Bldg. Inspections, etc. | 1,757,392 | 100,000 |
| 330 | LIGHT, HEAT & POWER | 797,535 | 898,175 |
| | Admin/PA (Admin offices, garages & lots) | 65,360 | 150,000 |
| | TEO (Traffic signals & work sites) | 732,175 | 732,175 |
| | Enforcement (Hall of Justice space) | | 16,000 |
| 335 | TOXIC WASTES & HAZARDOUS MATERIALS<br>Inspection & consulting with DPH re Storage of toxics on worksites | not required | 1,395 |
| 345 | MAYOR'S OFFICE | 88,632 | 60,000 |
| 350 | REPRODUCTION BUREAU | 3,246 | 8,538 |
| | Admin/PA | 3,246 | 7,500 |
| | TEO | | 1,038 |
| 351 | MAIL SERVICES | undetermined under Bu. of Energy | 4,000 |
| 365 | INSURANCE & RISK MANAGEMENT | 2,500 | 3,500 |
| 370 | WORKERS COMPENSATION | 495,000 | 522,500 |
| | TEO | 11,000 | 37,500 |
| | Enforcement | 484,000 | 485,000 |
| 389 | PUC - Revenue Counting | 101,002 | 115,000 |
| 420 | CITY ATTORNEY - Legal Services | 125,607 | 10,000 |
| 440 | CONTROLLER | 51,260 | 66,316 |
| | Audits | 51,260 | 55,000 |
| | TEO | | 11,316 |
| 459 | PURCHASING - Meter Shop Storekeeper | 19,016 | 19,016 |
| | TOTAL, NON-PERSONNEL BUDGET . . . . . | | $6,745,895 |

Assuming 5-year Lease/Purchase of Permanent radio system, Vans & Autos, and Office furniture

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

Tuesday, March 20, 1990
1:30pm

Room 282, City Hall
San Francisco, CA

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. Roll Call

2. Adoption of the Minutes

   Regular Meeting of the Parking and Traffic Commission held on March 6, 1990

3. Commissioners' Questions and Matters

4. City Attorney's Report

5. Director's Report

6. Public Comment

7. Unfinished Business

   a. Approval of 1990-91 Budget

8. New Business

   a. Approval of Japan Center Garage Budget

   b. Resolution Recommending that the Board of Supervisors Approve an Amendment of the Golden Gateway Lease Increasing Auto Detailing and Washing Service Categories and Rates Authorizing Lessee to Provide Additional Services

   c. Resolution Consenting to a Sublease Amendment between the Golden Gate Parking Company and Rapid Shine, Inc.

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(Continued on back of page)

9. Adjournment

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

1. Roll Call

2. Adoption of the Minutes

Special Meetings of the San Francisco Parking Authority held on February 20 and March 6, 1990.

3. Public Comment

4. New Business

a. Supplemental Appropriations Request for Construction Funds for the Polk-Bush Garage

5. Adjournment

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

F
20
13
20/90

# MEETING REPORT

## REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, March 20, 1990
1:30pm
Room 282, City Hall
San Francisco, California 94102

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**PRESENT:**

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Arnold Chin
Dick Grosboll
Sonia Melara

Staff: Rina Cutler, Director, Parking and Traffic Commission
Phil Chin, Director, Parking Authority
Kevin M. Hagerty, Assistant Director, Parking Authority
Julian Hultgren, Deputy City Attorney
Renee Faison, Recording Secretary

Guests: Richard O. Guynn, Sutter-Stockton Garage
David Pilpel, Modern Transit Society
John Banner, City Tow
Richard Dole, Ellis/O'Farrell-Japan Center Garages
Dave Nayar, Inner Sunset Merchants Association
Herman Alcalde, Department of Public Works

The Chairman called the meeting to order at 1:35p.m.

**ROLL CALL**

The roll call indicated quorum present. Commissioner Grosboll was excused from the beginning of the meeting.

ADOPTION OF THE MINUTES

Commissioner Chin requested paragraph 2 of page 9 be amended to read : "Commissioner Chin asked the Director to investigate if part time PCOs were feasible which would allow greater flexibility."

On motion of Commissioner Quaranta, seconded by Commissioner Chin, the Minutes of the March 6, 1990 Regular Meeting of the Parking and Traffic Commission (PTC) were approved as amended by Commissioner Chin.

VOTE: AYES - Members Chin, Quaranta and Singh
EXCUSED - Member Grosboll
ABSTAIN - Member Melara

COMMISSIONERS' QUESTIONS AND MATTERS

Commissioner Melara requested that alternate meeting locations be added to the next Commission agenda as a discussion item.

The Chairman commented that meeting material has been delivered at late hours by messenger and requested that items be delivered earlier during the day.

CITY ATTORNEY'S REPORT

The City Attorney had nothing to report.

DIRECTOR'S REPORT

The Director reported to the Commission on the following matters:

The Ordinance allowing the Commission to designate an alternate meeting place was approved by the Mayor on March 5, 1990 (Exhibit A). The Director informed the Commission that they are now capable of holding special meetings in locations other than the regular meeting place.

The Commission transition plan was approved by the Finance Committee of the Board of Supervisors on March 7, 1990.

Legislation to ban non-commercial vehicles from the Market Street corridor has been introduced to the Board of Supervisors by Supervisor Britt. The Board has requested that the item be first reviewed by the Parking and Traffic Commission. The Director noted that the matter will be discussed at the April 3, 1990 meeting of the Commission.

* *

Commissioner Chin aksed if the Market Street issue would be calendared for a public hearing or for discussion purposes. The Director replied that the issue will first be calendared as a discussion issue. A hearing will be scheduled at a later date.

PUBLIC COMMENTS

John Banner, Manager of City Tow, implored the Commission to consider City Tow as a candidate for the boot program towing contract. He noted that City Tow currently has the towing contract with the City of San Francisco.

The Director recommended that Mr. Banner phone her for an appointment to discuss the issue.

Commissioner Chin inquired about the length of time City Tow has had the City towing contract. Mr. Banner responded that City Tow has had the contract for 2 years and 4 months. He further stated that there is a remaining period of 2 years and 2 months on the contract which is followed by an option to renew the contract for 5 years.

Commissioner Chin asked if City Tow was a partnership or a corporation. Mr. Banner replied that City Tow is a corporation.

Commissioner Chin asked if there are minority shareholders in the company and, if so, how many are involved in the present towing contract. Mr. Banner replied that there are 13 subcontractors that work with City Tow on the towing contract and that the City's stringent prerequisites for minority and female ownership are strickly adhered to.

* * * *

Laura Jarvey and Allison Brown of the Irwin Memorial Blood Center briefed the Commission on the lack of parking in the area surrounding the Center and the negative effect it is having on attracting donors. Ms. Jarvey and Ms. Brown described their attempts to solve the parking problem explaining that they have, with no success, approached Sears, Wallenberg High School and neighbors in the area in an attempt to lease parking space. Also, with no success, they have met with representatives from the Department of Public Works (DPW) in an attempt to resolve the on-street parking deficit. They requested the Commission's assistance in the matter.

Commissioner Melara suggested that Ms. Jarvey and Ms. Brown explore the area for possible sites in which to locate a parking facility and to then contact staff for further investigation.

The Director stated that she will contact DPW to obtain a copy of the report relative to Ms. Jarvey's and Ms. Brown's request.

Commissioner Chin remarked that staff will make an effort to resolve the parking problems in that area. He explained that the DPW staff involved in earlier meetings with Ms. Jarvey and Ms. Brown will be transferred to the PTC in July. He noted, however, that the Commission is empowered with the authority to question staff decisions and noted that policies may change.

The Chairman suggested that Ms. Jarvey and Ms. Brown contact PTC staff to readdress the issue.

* *

Dave Nayar of the Inner Sunset Merchants Association addressed the Commission regarding the parking deficiency in the Inner Sunset district. He remarked that the Association made a formal request in October, 1989 for the acquisition of property located on 9th Avenue and inquired as to whether the matter is being pursued.

The Director of the Parking Authority reported that the matter is being pursued by staff and described steps that are being taken to acquire the property. He noted, however, that the asking price for the property is significantly higher than the San Francisco Department of Real Estate's (DRE) appraised value. He noted that staff has met with the Mayor's Office of Housing to explore a combination of housing and parking on the site but indicated that the staff is not prepared at this time to present a formal proposal to the Commission.

The Chairman inquired about the timeframe for submittal of the proposal to the Commission. The Director of the Parking Authority replied that it will be several months.

Commissioner Chin remarked that the Commission is sensitive to the parking needs of the Inner Sunset area but noted that there is no short-term solution to their parking problem. He explained that paying an exorbitant price for the property would not be the best use of the City's resources. He observed that the combination of housing and parking that is being explored may be the best option to take but noted that the process is time consuming.

* *

Commissioner Grosboll entered the meeting at 2:05p.m.

UNFINISHED BUSINESS

Approval of 1990-91 Budget

David Pilpel, Modern Transit Society, addressed the Commission regarding the 1990-91 budget. He stated that he has rethought his position on the need for an in-house Attorney in the department and agrees that it would be in the best interest of PTC. He noted that it would be more expedient to use existing Civil Service classifications rather than classifications selected by staff. He remarked that he is looking forward to the transportation planning staff and the new programs that will be introduced. He concluded by stating his overall approval of the budget.

Commissioner Grosboll asked if copies of the budget have been given and discussions held with the various unions that will be involved in the new department. The Director stated that copies of the budget have not been provided to the unions prior to the Commission's approval. However, she noted that the budget has been discussed with union representatives.

Commissioner Grosboll asked if the various Civil Service designations have been resolved. The Director replied that she felt that it would be inappropriate to meet with Civil Service concerning the position titles prior to the Commission's approval of the budget. She noted that staff will meet with Civil Service following the Commission's approval of the budget.

Commissioner Grosboll inquired about the budget process asking if the budget will return to the Commission for approval following the review by the Mayor's Office. The Director replied that the budget will not return to the Commission for approval.

Regarding Traffic Operations Division new positions, Commissioner Chin asked for an explanation of the need for the new positions of parking meter supervisor and parking meter repairer. The Director replied that these positions were added to address issues cited in the Meter Audit Report prepared by the Controller's office. She explained that there are presently two parking meter supervisors on staff at DPW that supervise the two zones in which the City is divided. The Audit Report recommended that the City be divided into three zones and use three parking meter supervisors. The additional parking meter repairer is needed to staff the third zone.

Regarding the Traffic Signal Division new positions, Commissioner Chin asked for an explanation regarding the need for 3 new electrician positions and the new lamper position. The Director responded that there are three shifts in the Traffic Signal Division. The second and third shifts are staffed with overtime personnel. She explained that it would be cost effective to staff the second shift with full time personnel that is paid at the regular rates. She recommended that the third shift remain in the overtime category for the present time.

Commissioner Chin asked for an explanation of the 10 additional staff persons requested in the Residential Parking Department. The Director responded that since the program's inception in 1978, the resources have not followed the growth of the program. She explained that without additional resources and additional personnel, this program would not meet the needs of preferential parking.

Commissioner Chin asked for an explanation for additional clerical staff in many categories that were not identified in the Brophy Report. The Director replied that there was no administrative section included in the Brophy Report and, therefore, many clerical positions were not identified. She also noted that many of the departments involved in the transfer had employees other than clerical staff doing the data input and clerical functions. For example, in some instances traffic engineers and parking control officers perform clerical functions. The Director stressed that, from both a professional and financial point of view, it is important that staff perform the duties that they are hired to perform.

Regarding the Denver Boot, Commissioner Chin asked if provisions have been made to include a post seizure hearing officer in the budget. The Director responded that presently the Police Department handles tow hearings. She noted that a policy decision is in the process of being made concerning the control of that function.

Commissioner Melara asked why all of the administration line items fall under the Off Street Parking Fund. The Director responded that the language of Prop D within the Charter was changed to allow departmental cost for administration to come out of the Off Street Fund rather than out of the General Fund.

On motion of Commissioner Melara, seconded by Commissioner Quaranta, the budget was approved as presented by staff.

VOTE: AYES - Members Chin, Grosboll, Melara, Quaranta and Singh

NEW BUSINESS

Approval of Japan Center Garage Budget

On motion of Commissioner Melara, seconded by Commissioner Chin, the Japan Center Budget (Exhibit B) was approved as submitted.

VOTE: AYES - Members Chin, Grosboll, Melara, Quaranta and Singh.

Resolution No. 29 _ Recommending that the San Francisco Board of Supervisors Approve the Sixth Amendment to the Golden Gateway Lease

The Director briefed the Commission on the Resolution.

Commissioner Chin asked for the City Attorney's opinion on the range of charges that would be implemented to cover the cost of additional labor or chemicals. The City Attorney responded that the charges are acceptable if implemented within reason.

Commissioner Chin asked Ganice Morgan, the sublessee, for an explanation of the additional charges. Ms. Morgan explained that the additional charge is used in categories of excessively dirty or larger vehicles.

Commissioner Melara asked Ms. Morgan if patrons were notified ahead of time of the additional charge. Ms. Morgan responded that additional charges are preauthorized in every instance.

Commissioner Grosboll inquired if the effective date of the rate changes would occur following Commission approval or following Board approval. The Assistant Director of the Parking Authority responded that it would be effective after the Board approval.

On motion of Commissioner Melara, seconded by Commissioner Grosboll, the Resolution No. 29, recommending that the San Francisco Board of Supervisors approve the Sixth Amendment to the Golden Gageway lease, was approved as drafted.

VOTE: AYES - Chin, Grosboll, Melara, Quaranta and Singh

Resolution Consenting to a Sublease Amendment between the Golden Gate Parking Company and Rapid Shine, Inc.

The Assistant Director of the Parking Authority explained that Rapid Shine has withdrawn their request to sell automobile accessories and phones.

ADJOURNMENT

Thereupon the meeting was adjourned at 2:29p.m.

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

The Chairman called the meeting to order at 2:30p.m.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF THE MINUTES

On motion of Commissioner Quaranta, seconded by Commissioner Chin, the Minutes of the February 20, 1990 and March 6, 1990 Special Meeting of the San Francisco Parking Authority were approved as drafted.

Minutes of February 20, 1990 Meeting

VOTE: AYES - Members Chin, Grosboll, Melara, Quaranta and Singh

Minutes of March 6, 1990 Meeting

VOTE: AYES - Members Chin, Grosboll, Quaranta and Singh
ABSTAIN Member Melara

PUBLIC COMMENTS

There were no public comments.

NEW BUSINESS

Resolution No. 1137 - Supplemental Appropriations Request for Construction Funds for the Polk-Bush Garage

The Parking Authority Director briefed the Commission on the Supplemental Appropriations request for $4,218,400 from the

Off-Street Parking Fund for the funding of the construction of the Polk-Bush parking facility. He identified the costs necessary for the completion of the project and requested approval to submit the request to the Mayor's office and the Board of Supervisors.

Commissoner Melara inquired about the possibility of cost overruns. The Director of the Parking Authority responded that a certain degree of overrun is planned through the contingencies.

Commissioner Melara noted that there were cost overruns on the Lombard Street Garage using the same architects. The Assistant Director of the Parking Authority responded that the cost estimator assigned to the project is reliable. He noted that many of the cost overruns associated with the Lombard project were mandated by the City. In addition, there were unanticipated construction problems on the Lombard site.

Commissioner Melara asked if the bid on the project has gone forward. The Director of the Parking Authority responded that the bid process will begin after the drawings are completed. That will probably occur late summer or early fall of this year.

Commissioner Chin asked if the cost overruns on the Lombard Street project were predominately change orders. The Director responded Yes.

Commissioner Grosboll asked for an explanation of the summary of DPW's construction related fees. Herman Alcalde, Division Engineer of the Construction Management Division of DPW's Bureau of Engineering, provided the Commission with that summary as follows:

> On-site Construction Manager - 15 month salary and 100% overhead for a building inspector to work solely for the Parking Authority. Overhead includes items such as clerical support.
>
> Construction Inspector - 9 month salary plus 100% overhead for a construction inspector. If a junior engineer or assistant engineer is selected to perform this duty, a lesser rate will be billed. DPW will not assign anyone to the job that is at a higher salary than the one indicated.
>
> Salary Standardization (10%) - this is the estimated salary standardization for the two fiscal years (15 month contract) in which the project will take place.

City Testing Lab Costs and Private Testing Lab Costs - to cover laboratory testing for quality insurance on the project. Standardized tests are performed at City Hall at the City testing laboratory (testing steel bars and concrete). More specialized testing is done at private testing labs (welding tests, etc.)

DPW Management Oversite - includes part of Mr. Alcalde's salary, section heads' salaries and clerical support.

Commissioner Grosboll asked if periodic bills will be submitted to the Department. Mr. Alcalde replied that PA will prepare an interdepartmental workorder for funds to be transferred to DPW. Costs are accummulated on a monthly basis and monthly reports will be provided to PA staff. He noted that funds that are not used are returned to PA.

Commissioner Chin asked if DPW's rates are market rates. Mr. Alcalde replied that DPW's rates are much lower than market rates because overhead is charged instead of a salary level.

Commissioner Grosboll asked for an explanation of the base figure of $3.5 million. The Assistant Director explained that staff gave the architects parameters to work within -- staff recommended a cost of no more than $3.5 million; the architects quoted a price of $4 million; staff requested that the cost be cut back and the architects complied with the request.

Commissioner Grosboll inquired about the amount of funds in the Off Street Parking Fund. The Director replied that the balance of the Off Street Parking Fund is approximately $16 million.

Commissioner Grosboll inquired about pending projects that will come out of the Off Street Fund. The Director responded that there are construction costs for the Churchill project and costs for the development of the California/Steiner project. He noted also the potential sites at 9th Avenue and Irving Street and 9th and Clement Streets that will come out of the Off Street Fund.

Commissioner Chin inquired about the annual amount applied to the Off Street Fund. The Director responded that the amount ranges from $5 million to $8 million. He noted that the Commission has the authority to issue bonds to reimburse the Off Street Parking Fund.

* *

David Pilpel remarked that S.F.Tomorrow does not endorse garages.

Virginia Conway, a neighbor of the Polk/Bush Street area, noted two problems in the area: 1) traffic that turns south on Polk to Bush is quite dangerous; and 2) teen prostitution exists north and south of the area. She noted that prostitution is occuring in the garage presently located on that site.

The Chairman asked if there was an attendant present on that site. Ms. Conway responded that the attendant is located outdoors and the garage has a lower indoor level parking area.

The Assistant Director stated that the Advisory Group has considered prostitution in the area and the building is designed to discourage such activity. He further stated that staff will be working with the Police Department to prevent the occurance of prostitution.

Commissioner Grosboll stated that the garage will be monitored closely and the matter will be brought to the Advisory Group's attention. He also noted that the traffic issues are a concern and will be monitored.

On motion of Commissioner Melara, seconded by Commissioner Quaranta, Resolution No. 1137 was approved as draft.

VOTE: AYES: Members Chin, Grosboll, Melara, Quaranta and Singh.

* * * * *

Commissioner Chin inquired about the status of the California/Steiner and Churchill projects. The Director of the Parking Authority responded that possession of the California/Steiner property is pending and the matter should conclude shortly. Regarding the Churchill project, the Director of the Parking Authority responded the San Francisco Department of Real Estate has re-evaluated the site and communicated with the property owner's attorney regarding a counter offer. Negotiations continue.

Commissioner Grosboll noted his appreciation for the staff efforts and long hours worked in preparation of the budget.

**ADJOURNMENT**

Thereupon the meeting was adjourned at 3:06p.m.

Respectfully submitted,

Rina Cutler

Rina Cutler
Director
Parking and Traffic Commission

FILE NO. 97-90-1. ORDINANCE NO. 78-90

[Meetings]

AMENDING THE SAN FRANCISCO ADMINISTRATIVE CODE BY AMENDING SECTION 16.5 THEREOF TO PERMIT SPECIAL MEETINGS OF BOARDS AND COMMISSIONS TO BE HELD AT LOCATIONS OTHER THAN THE REGULAR MEETING PLACE.

NOTE: Additions and substitutions are underlined
Deletions are indicated by ((double parentheses))

Be it ordained by the people of the City and County of San Francisco:

Section 1. The San Francisco Administrative Code is hereby amended by amending Section 16.5 thereof to read as follows:

SEC. 16.5. SPECIAL MEETINGS OF BOARDS AND COMMISSIONS.

Special meetings of any board or commission provided for by the Charter, other than the Board of Supervisors, may be called at any time by the presiding officer thereof or by a majority of the members thereof, by delivering personally or by mail written notice to each member of the board or commission and to each local newspaper of general circulation, radio or television station requesting notice in writing.

Such notice must be delivered personally or by mail at least 24 hours before the time of such meeting as specified in the notice.

The call and notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at such meetings by the board or commission.

Such written notice may be dispensed with as to any member who at or prior to the time the meeting convenes files with the secretary of the board or commission a written waiver of notice. Such waiver may be given by telegram.

Such written notice may also be dispensed with as to any member who is actually present at the meeting at the time it convenes.

Each special meeting shall be held at the regular meeting place of the board or commission, except that:

1. In case of emergency, the board or commission by written resolution may designate some other appropriate place as its temporary meeting place.

2. The board or commission may designate an alternate meeting place provided that such alternate location is specified in the call and notice of the special meeting; further provided that the call and notice of the special meeting shall be given at least 30 days prior to said special meeting being held at an alternate location.

2/13/90

Approved as to Form:
LOUISE H. RENNE, CITY ATTORNEY

By Theodore R. Lakey
Deputy City Attorney



1990 MAR -9 PM 1:44
PLANNING DEPT. OF SAN F.

EXHIBIT A

Director
Parking Authority

Board of Supervisors, San Francisco

| Passed for Second Reading | Finally Passed |
|---|---|
| February 20, 1990 | February 26, 1990 |
| Ayes: Supervisors Alioto Britt Gonzalez Hallinan Kennedy Maher Walker Ward | Ayes: Supervisors Alioto Britt Gonzalez Maher Walker Ward |
| Noes: Supervisors Hsieh Nelder | Noes: Supervisors Hsieh Nelder |
| Absent: Supervisors Hongisto | Absent: Supervisors Hallinan Hongisto Kennedy |

I hereby certify that the foregoing ordinance was finally passed by the Board of Supervisors of the City and County of San Francisco

Mary Anne Bulen
ACTING Clerk

File No.
97-90-3

MAR 5 1990
Date Approved

Mayor

SAN FRANCISCO PARKING AUTHORITY - 1990/91 PROPOSED GARAGE BUDGET

## CASH FLOW

**Garage: JAPAN CENTER**

| | 1988/89 ACTUAL | 1989/90 BUDGET | 1989/90 ANTICIPATED | 1990/91 PROPOSED BUDGET | Difference 89/90 Anticipated & 90/91 Proposed Budget $ | % |
|---|---|---|---|---|---|---|
| **REVENUES** | | | | | | |
| **1. Parking Income *** | | | | | | |
| A. Transient | $756,308 | $760,000 | $647,000 | $760,000 | $113,000 | 17.47% |
| B. Monthly | $233,159 | $228,000 | $361,000 | $340,000 | ($21,000) | -5.82% |
| C. Val. Bks. - Merch | $145,444 | $100,000 | $135,000 | $140,000 | $5,000 | 3.70% |
| D. Val. Bks. - AMC | $132,890 | $138,000 | $138,000 | $150,000 | $12,000 | 8.70% |
| Subtotal | $1,267,801 | $1,226,000 | $1,281,000 | $1,390,000 | $109,000 | 8.51% |
| **2. Corporate Income** | | | | | | |
| A. Lease Rent | $23,372 | $23,000 | $24,500 | $24,500 | $0 | 0.00% |
| B. Trust Income | $53,766 | $25,000 | $25,000 | $25,000 | $0 | 0.00% |
| Subtotal | $77,138 | $48,000 | $49,500 | $49,500 | $0 | 0.00% |
| **Total Gross Revenues** | **$1,344,939** | **$1,274,000** | **$1,330,500** | **$1,439,500** | **$109,000** | **8.19%** |
| **EXPENSES** | | | | | | |
| **1. Gar. Operating Exp.** | $779,842 | $963,460 | $895,804 | $943,160 | $47,356 | 5.29% |
| **2.Debt Service, Taxes, & Other Corporate Dispursements** | $565,096 | $310,540 | $439,696 | $496,340 | | |
| **Total Expenses** | **$1,344,938** | **$1,274,000** | **$1,335,500** | **$1,439,500** | | |
| **Net Disposable Income** | **$0** | **$0** | **$0** | **$0** | | |

* Excludes 20% City Parking Tax.

SAN FRANCISCO PARKING AUTHORITY - 1990/91 PROPOSED GARAGE BUDGET

**Garage: JAPAN CENTER**

| | 1988/89 ACTUAL | 1989/90 BUDGET | 1989/90 ANTICIPATED | 1990/91 PROPOSED BUDGET | | Difference 89/90 Anticipated & 90/91 Proposed Budget $ | % |
|---|---|---|---|---|---|---|---|
| **OPERATING EXPENSES** | | | | | | | |
| A. SALARIES | | | | | | | |
| 1. Administrative | $51,316 | $68,000 | $57,117 | $52,000 | (a) | ($5,117) | -9% |
| 2. Parking Operations | $230,313 | $260,000 | $259,856 | $266,000 | (b) | $6,144 | 2% |
| 3. Janitorial | $45,960 | $51,500 | $52,437 | $60,000 | (c) | $7,563 | 14% |
| B. PAYROLL TAXES | $23,675 | $30,000 | $25,019 | $27,000 | (d) | $1,981 | 8% |
| C. CITY PAYROLL TAXES | $4,815 | $5,800 | $4,879 | $5,100 | (e) | $221 | 5% |
| D. WELFARE, PENSION | | | | | | | |
| 1. General | $57,217 | $73,000 | $69,919 | $76,000 | (f) | $6,081 | 9% |
| 2. Workman's Comp. | $13,711 | $33,000 | $13,143 | $14,840 | (g) | $1,697 | 13% |
| E. UTILITIES | | | | | | | |
| 1. PG&E | $68,571 | $90,000 | $84,211 | $86,000 | | $1,789 | 2% |
| 2. Water | $2,146 | $3,000 | $2,035 | $3,000 | (h) | $965 | 47% |
| 3. Telephone | $2,537 | $3,000 | $2,833 | $3,000 | (i) | $167 | 6% |
| 4. Scavenger | $2,400 | $3,000 | $3,000 | $3,000 | | $0 | 0% |
| F. INSURANCE EXPENSE | $48,373 | $58,000 | $51,695 | $58,000 | (j) | $6,305 | 12% |
| G. REPAIRS& MAINT. | $41,580 | $45,000 | $43,000 | $45,000 | (k) | $2,000 | 5% |
| H. OFFICE SUPPLIES | $11,600 | $8,000 | $7,830 | $8,000 | | $170 | 2% |
| I. GARAGE SUPPLIES | $13,415 | $20,000 | $19,422 | $22,000 | (l) | $2,578 | 13% |
| J. PARKING SUPPLIES | $6,651 | $8,500 | $8,216 | $8,500 | | $284 | 3% |
| K. MANAGEMENT FEE | | | | | | | |
| 1. Operators Profit | $15,000 | $15,000 | $15,000 | $15,000 | | $0 | 0% |
| 2. Supervisory Reinbur. | $18,000 | $24,660 | $24,660 | $25,720 | | $1,060 | 4% |
| L. CONTRACTUAL SERV. | | | | | | | |
| 1. Garage Accounting | $5,163 | $5,500 | $5,320 | $6,000 | (m) | $680 | 13% |
| 2. Garage Audit | $9,400 | $10,500 | $10,025 | $12,000 | (n) | $1,975 | 20% |
| 3. Garage Legal | $18,155 | $25,000 | $25,000 | $25,000 | | $0 | 0% |
| 4. Security | $88,306 | $115,000 | $107,572 | $115,000 | (o) | $7,428 | 7% |
| 5. Armored Car | $0 | $0 | $0 | $0 | | $0 | |
| 6. Other | $0 | $0 | $0 | $0 | | $0 | |
| M. LICENSES & TAXES | $1,415 | $2,500 | $1,500 | $1,500 | | $0 | 0% |
| N. MISCELLANEOUS | $123 | $5,500 | $2,115 | $5,500 | (p) | $3,385 | 160% |
| **TOTAL EXPENSES** | **$779,842** | **$963,460** | **$895,804** | **$943,160** | | **$47,356** | **5.29%** |

Number of Full Time Employees: 11
Number of Part Time Employees: 4

SAN FRANCISCO PARKING AUTHORITY - 1990/91 PROPOSED GARAGE BUDGET

JAPAN CENTER GARAGE NOTES

(a) Derease due to the elimination of an administration position.
(b) Increase due to a bonus week of vacation negotiated in new collective bargining agreement.
(c) Increase resulted in change of janitorial contractor.
(d) Increase due to higher salary expenses.
(e) Increase due to higher salary expenses.
(f) Increase due to higher employers contribution mandated by new collective bargining agreement.
(g) Increase due to higher salary expenses.
(h) Increase due to anticipated higher rates.
(i) Increase due to anticipated higher rates.
(j) Increase due to unpredictable rises in premiums caused by the unsable insurance market.
(k) Inflationary increase.
(l)
(m)
(n)
(p) Inflationary increase.
(q) Increase due to the unpredictablitiy of bad debts and insurance deductables.

PARKING AUTHORITY
OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-3651

DIANNE FEINSTEIN, Mayor

PARKING AUTHORITY

GARAGE OPERATING BUDGET

EXPENSE CLASSIFICATION DESCRIPTIONS
(Revised August 1985)

A. SALARIES

Payroll Expense

1. Garage Salaries

Salaries or wages, including overtime, premium pay and longevity pay paid to employees engaged in parking garage operations. Examples would be salaries of parking attendants, cashiers and service personnel. A prorated portion of the garage manager's salary would also be included if he spends more than 25% of his time working the floor.

2. Administrative Salaries

Includes cost of employees engaged in supervisorial, managerial and administrative activities. If garage manager spends less than 25% working the floor, all his salary should be assigned to Administrative Expense.

3. Other Salaries

Encompasses cost of other salaried employees involved in garage operations not categorized above. Example might be full time janitor, security guard, etc. A breakdown by major functional activity (e.g. Security, Janitorial, Messenger) should be furnished.

In cases where an employee regularly performs more than one type of work on a regular basis, the employee's time should be prorated.

B. PAYROLL TAXES

Includes the employer share of FICA (Federal Income Contributions Act), FUTA (Federal Unemployment Tax Act), SUI (State Unemployment Insurance) and any other taxes, except pension costs or the City's 1.5% Payroll Tax.

C. CITY PAYROLL TAXES
If applicable, is the cost of the 1.5% City Tax levied on payroll expense and/or gross receipts of the operator.

D. WELFARE, PENSION

1. General
Refers to employer contributions for any Pension or Health and Welfare contributions paid pursuant to a duly negotiated labor contract or other agreement.

2. Workers' Compensation
Refers to payments made for Workmen's Compensation Insurance on employees employed at garage.

E. GROSS RECEIPTS TAX
Is the $250 per $1000 tax on gross receipts of non-profit parking corporations.

F. UTILITES

1. PG&E
2. Water
3. Telephone
4. Scavenger

Refers to payments for items listed above.

G. INSURANCE EXPENSE
Is the cost of all insurance premiums on garage structure, contents, fire loss, etc. Detail as to cost, type of each policy, period covered. Amount of coverage should be submitted separately.

H. REPAIRS AND MAINTENANCE
Are expenses which neither materially add to the value of the property nor appreciably prolong its life, but merely keep the property in ordinary and efficient operating condition. Regular recurring costs of servicing, adjusting, etc. are categorized as repair and maintenance while, costs of major overhauls or costs which prolong operating life are capital costs and thus require the specific prior approval of the Parking Authority before the expense may be incurred. Examples of regular recurring costs include elevator repair, plant maintenance, parking equipment repair, sign repair, exhaust fan servicing, and plumbing expense.

Repairs and Maintenance includes incidental care and the recurring physical upkeep and restoration of the parking facility. It includes costs of putting a unit in condition to operate or to be used; it does not cover the costs of operating or using. Also, it does not include non-recurring or major renovations, improvements, alterations, betterments, replacements and additions.

OFFICE SUPPLIES
Includes consumables used in the operation of the office portion of garage operations. Postage, stock forms, stationery and similar consumables are examples of office supplies. (Tickets included as Parking Supplies.)

J. GARAGE SUPPLIES
Includes laundry, towels, toilet paper, soap, light bulbs, cleansers, etc.

K. PARKING SUPPLIES
Includes ticket stock, printing.

L. MANAGEMENT FEE
Is the amount paid to the operator pursuant to an approved contract document approved by the Parking Authority and/or Board of Supervisors.

M. CONTRACTUAL SERVICES
1. Garage Accounting
2. Garage Audit
3. Garage Legal
4. Security
5. Armored Car
6. Other

If applicable, refers to major services provided on regular basis outside of internal operation. An example of servicing in "other" category includes janitorial service. Detail for "other" categories should be provided.

N. LICENSES AND TAXES
Refers to licenses necessary to operate garage. Examples include City business license and permits to operate elevators. Example of taxes includes personal property tax and possessory interest tax. Please provide detail.

O. MISCELLANEOUS
Includes expenses that do not fit into any category above. Please explain purpose and provide detail.

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

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NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, April 3, 1990 — Room 282, City Hall
1:30p.m. — San Francisco, CA

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. Roll Call

2. Adoption of the Minutes

   Regular Meeting of the Parking and Traffic Commission held on March 20, 1990

3. Commissioners' Questions and Matters

4. City Attorney's Report

5. Director's Report

6. Public Comment

7. New Business

   a. Request for Market Street Hearing
   b. Alternate Commission Meeting Places
   c. Resolution Authorizing the City of San Francisco Ellis-O'Farrell Parking Corporation to Spend up to $150,000 for the Acquisition and Installation of New Lighting Fixtures for the Ellis-O'Farrell Garage

8. Adjournment

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PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

# MEETING REPORT

## REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, April 3, 1990
1:30p.m.
Room 282, City Hall
San Francisco, California 94102

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PRESENT:

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Arnold Chin
Dick Grosboll
Sonia Melara

Staff: Rina Cutler, Director, Parking and Traffic Commission
Kevin M. Hagerty, Assistant Director, Parking Authority
Julian Hultgren, Deputy City Attorney
Renee Faison, Recording Secretary

Guests: Richard O. Guynn, Sutter-Stockton Garage
Jonathan Weber, System Parking Information
Dick Dole, Ellis-O'Farrell and Japan Center Garages
Vernon Duncan, S.F. Police Department
Mary Caffereta, S.F. Police Department
David Pilpel, Modern Transit Society

EXCUSED: Phil Chin, Director, Parking Authority

The Chairman called the meeting to order at 1:35 p.m.

ROLL CALL

The roll call indicated quorum present. Commissioner Chin was excused for the beginning of the meeting.

ADOPTION OF THE MINUTES

On motion of Commissioner Melara, seconded by Commissioner Quaranta, the Minutes of the March 20, 1990 Regular Meeting of the Parking and Traffic Commission were approved as drafted.

VOTE: Ayes - Members Grosboll, Melara, Quaranta and Singh
Excused - Member Chin

COMMISSIONERS' QUESTIONS AND MATTERS

The Commissioners had no questions or matters to raise at the meeting.

CITY ATTORNEY'S REPORT

The City Attorney had no new business to report.

DIRECTOR'S REPORT

The Director reported on her efforts to secure a salary increase for the City's Parking Control Officers (PCOs) and the Senior PCOs for Fiscal Year 1990. As explained by the Director, the Salary Standardization Ordinance of the City designates the schedule of compensation for employees. Those standards are based on surveys that are conducted within muncipalities in the Bay Area, the State of California and in the private sector where applicable. Los Angeles represents 80 percent of the benchmark category. Presently, Los Angeles is involved in labor mediation and has not negotiated a new contract. This has resulted in a zero percent increase for PCO classifications. The PTC Director, believing it is unfair for San Francisco PCOs to suffer because of labor negotiations in Los Angeles, proceeded to reopen the contract of Local 790, representing the PCOs. She held meetings with the Mayor's Office of Labor Relations and negotiated with union representatives. As a result, San Francisco PCOs will receive a one year premium in their contract providing for a 5.5 percent increase in salary for the new fiscal year.

* *

Parking Control Officer Mary Ann Caffereta spoke before the Commission offering thanks to the Director for her efforts in securing an increase in salary for the PCOs. She stated that the increase would both please and motivate the PCO staff.

The Chairman of the Commission and Commissioner Grosboll commended the Director on a job well done.

PUBLIC COMMENT

There were no public comments.

NEW BUSINESS

Request for Market Street Hearing

The Director briefed the Commission on a resolution introduced to the Board of Supervisors by the President of the Board, Harry Britt. The Resolution calls for the trial prohibition of private vehicles on Market Street between 8th Street and the Waterfront. Supervisor Britt has requested that the Commission hold public hearing to explore the issue.

The Director suggested that a study be conducted on the matter before a hearing is held. She explained that several issues need to be explored before the concerns of the public and business community can be properly addressed.

*

Commission Chin entered the meeting at 1:50p.m.

*

The Chairman and Commission Grosboll agreed with the Director's views concerning the necessity of an investigative study prior to the holding of a public hearing on the matter.

Commissioner Grosboll inquired about the timetable for the Market Street hearing and asked the Director to identify persons that would conduct the study. The Director responded that the duration of the study would be approximately two to three months with the public hearing occurring mid-summer of this year. The Director suggested that the Traffic Engineer's Department conduct the study and recommended that this also be coordinated with the City Planning Department and MUNI. She also stated that she needs to meet with the business community.

Commissioner Melara inquired about the possibility of having a hearing prior to mid-summer noting the growing concern by the public on the matter. The Director responded that her recommendation to the Commission regarding the issue will be based upon the conclusions of the study. She noted it would be impossible to hold the hearing prior to mid-summer if the planned study is to be thoroughly completed.

Commissioner Melara suggested the study take into consideration the quality of life on Market Street and the impact on the average person that travels that corridor.

Commissioner Chin commented that the traffic on Market Street has problems that are indigenous also to other major traffic corridors of the City. He suggested that the study address issues that would be applicable not only to Market Street but to the Chinatown/North Beach corridor and the Mission Street corridor between 16th and Army.

The Director agreed that many of the major traffic passageways within the City are in need of assessment but noted that staff is limited thereby limiting the scope of the study. She suggested that this item become an ongoing issue in the new fiscal year when the additional staff will be on board and extensive evaluations can be conducted.

Commissioner Grosboll agreed with Commissioner Chin's comments concerning the need for assessment of other traffic corridors within the City. However, he noted that the Market Street issue is an experiment and, therefore, should not require an extensive study. Agreeing with Commissioner Melara, Commissioner Grosboll recommended the item be placed on the agenda soon.

Commissioner Chin suggested that participants in the hearings include representatives from organizations that are directly impacted by a change in traffic on Market Street. He proposed that the hearing include delegates from MUNI, the Public Utilities Commission and the Taxi Association.

Alternate Commission Meeting Places

The Director briefed the Commission on the legislation passed by the Board and signed by the Mayor allowing City Commissions to hold meetings in locations other than their regular meeting place.

Commissioner Melara suggested that monthly Commission meetings be changed to one Regular Commission Meeting to be held in the regular meeeting place and one Special Commission Meeting to be held in the neighborhoods.

The Chairman recommended holding Commission neighborhood meetings in the evening for public convenience and to encourage attendance. Commissioner Chin agreed with the Chairman and suggested 7 p.m. as an appropriate hour to begin the meetings.

Commissioner Grosboll requested that staff prepare a tentative schedule of possible neighborhood meeting places.

Commissioner Quaranta suggested that Polk Street be included on the list of meeting places and recommended a meeting in that location as a priority.

Commissioner Chin asked the City Attorney if a Special Meeting would substitute for a Regular Meeting or a change to the By-laws be required. The City Attorney replied that a Special Meeting would not substitute for a Regular Meeting. He explained that the PTC By-laws set forth the requirement of two Regular Commission Meetings each month. However, he noted that the Commission has the authority, with the proper public notification, to cancel Regular Meetings as deemed necessary. The City Attorney also explained that a Regular Meeting requires three days notice to the public; a Special Meeting held in the regular meeting place requires three days public notice; a Special Meeting held in a place other than the Regular Meeting place requires thirty days public notice. Each meeting requires the publishing of an agenda.

Commissioner Melara made a motion that the By-laws be changed in May to indicate that beginning in June, 1990, the monthly Commission Meetings will consist of one Regular Meeting to be held in the regular meeting place and one Special meeting to be held in neighborhood locations. She indicated that the Regular meeting will be held to conduct regular Commission business and the Special Neighborhood Meeting would be held to discuss business of that community only. The motion was seconded by Commissioner Grosboll.

Commissioner Chin noted that a change in the By-laws is a long process. He suggested not changing the By-laws but canceling one of the regular monthly meetings and scheduling a special meeting in the neighborhoods as deemed necessary.

Commissioner Melara amended her motion to state that, until further notice, each month staff will hold the Regular Commission meeting scheduled for the first Tuesday, staff will cancel the Regular Meeting scheduled for the third Tuesday and staff will hold a Special Meeting of the Commission that will be scheduled in various neighborhood locations. Commissioner Grosboll seconded the motion.

It was agreed that the date of the Special meeting will be discussed at the next meeting of the Commission to avoid scheduling problems with the Commission.

* *

David Pilpel noted his support for meetings held in the neighborhoods. He recommended that the By-laws be changed instead of canceling monthly meetings. He also requested that neighborhood meetings not be held on the third Tuesday of each month because of personal scheduling conflicts.

VOTE: AYES - Members Chin, Grosboll, Melara, Quaranta, Singh.

Resolution No. 30 - Authorizing the City of San Francisco Ellis-O'Farrell Parking Corporation to Spend up to $150,000 for the Acquisition and Installation of New Light Fixtures for the Ellis-O'Farrell Garage

The Assistant Director of the Parking Authority gave the Commission a briefing on the Resolution. As explained by the Assistant Director, fluorescent fixtures at the Ellis-O'Farrell Garage were installed in 1960 and are presently functioning at 50 percent efficiency. The Ellis-O'Farrell Garage Parking Corporation has investigated the use of a high-pressure sodium system and approached the Parking Authority (PA) concerning the use of funds to purchase and install the system. The PA requested a review of the proposal by the Public Utilities Commission (PUC) Energy Conservation Unit. PUC reviewed the proposal and reported that the lighting system is the best choice in terms of performance, energy savings and cost of operation.

Richard Dole, representing the San Francisco Ellis-O'Farrell Parking Corporation, addressed the Commission. He explained the Corporation had tested the program for one year installing the proposed high-pressure sodium lights in the third floor of the Garage. He stated that the sodium pressure produces a yellow incandescent that has been found to be favorable by the public and he noted that the yellow shading gives more light than the fluorescent fixtures. The estimated cost of the system, Mr. Dole explained, is $130,000.

The Chairman inquired about the expected life of the new bulbs. Mr. Dole responded that the sodium lights have the longest life of all lamps that were explored.

The Chairman asked how many lamps would be installed. Mr. Dole responded that the proposal is for the installation of 325 lamps. He noted that the fluorescent lights will remain on the first floor and around the elevators of each floor because white light enhances the color of the Garage color key.

Commissioner Chin asked if the new system would reduce the cost of energy. Mr. Dole answered that the Garage would receive more light at approximately the same cost as presently spent.

On motion of Commission Quaranta, seconded by Commissioner Melara, Resolution No. 30 was approved as drafted.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Singh.

ADJOURNMENT

Thereupon the meeting was adjourned at 2:36 p.m.

Respectfully submitted,

Rina Cutler

Rina Cutler
Director
Parking and Traffic Commission

/RJF

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, April 17, 1990
1:30p.m.

Room 282, City Hall
San Francisco, CA

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. Roll Call

2. Adoption of the Minutes

   Regular Meeting of the Parking and Traffic Commission held on April 3, 1990

3. Commissioners' Questions and Matters

4. City Attorney's Report

5. Director's Report

6. Public Comment

7. New Business

   a. Approval of Budgets for Sutter-Stockton, Ellis-O'Farrell, and 5th & Mission Garages
   b. Scheduling of Neighborhood Meetings
   c. Presentation by Traffic Engineering Bureau

8. Adjournment

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OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
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558-4675

MEETING REPORT

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, April 17, 1990
1:30p.m.
Room 282, City Hall
San Francisco, California 94102

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PRESENT:

Commissioners: Darshan Singh, Chairman
Arnold Chin
Dick Grosboll
Sonia Melara

Staff: Rina Cutler, Director, Parking and Traffic Commission
Kevin Hagerty, Assistant Director, Parking Authority
Julian Hultgren, Deputy City Attorney
Renee Faison, Recording Secretary

Guests: Richard O. Guynn, Sutter-Stockton Garage
Russell Presting, S.E. Onorato Garages
G.F. Kelleher, S.E. Onorato Garages
Jonathan Weber, System Parking Information
Mary Ann Cafferata, Parking Control
Sara Basque, Parking Control
Paul Newman, Keil and Connolly
Richard Dole, Ellis-O'Farrell and Japan Center Garages
Luke Aguilvier, Flying Dutchman Park
George Li, Pansini Corporation
Norman Bray, Bureau of Traffic Engineering and Operations
Edward F. Walsh, Bureau of Traffic Engineering
Bond M. Yee, Bureau of Traffic Engineering
Harvey Quan, Bureau of Traffic Engineering
Gordon Chester, Bureau of Traffic Engineering

EXCUSED: Angelo Quaranta, Vice Chairman
Phil Chin, Director, Parking Authority

The Chairman called the meeting to order at 1:36p.m.

ROLL CALL

The roll call indicated quorum present. Commission Chin was excused from the beginning of the meeting.

ADOPTION OF THE MINUTES

On motion of Commissioner Melara, seconded by Commissioner Grosboll, the Minutes of the April 3, 1990 Regular Meeting of the Parking and Traffic Commission (PTC) were approved as drafted.

VOTE: Ayes - Members Grosboll, Melara and Singh
Excused - Members Chin and Quaranta.

COMMISSIONERS' QUESTIONS AND MATTERS

The Commissioners' Questions and Matters session addressed the following issues:

Traffic Re-routing Following Razing of Embarcadero Freeway: Commissioner Melara inquired about PTC's role in the traffic re-routing plans of the thoroughfares surrounding the Embarcadero Freeway. The Director replied that the Traffic Engineering Division will be responsible for the traffic re-routing plans in that area. The Director also noted that she has been involved in the preliminary meetings surrounding that issue.

Parking Problem at Kezar Stadium: The Chairman described the acute parking problem at Kezar Stadium and suggested the Director contact the Recreation and Park Department to offer any assistance they may need. The Director assented to his request.

Promotion Plans for the Denver Boot Program: Commissioner Melara inquired about promotion plans for the Denver Boot Program. The Director responded that staff discussions have been held on the issue and a public information campaign will be presented to the Commission in late May.

North Beach Park and Ride Shuttle: The Chairman requested an update on the North Beach Park and Ride Shuttle proposal. The Director, in response, described ongoing meetings that are presently being held between PTC staff and North Beach merchants, as well as Chinatown merchants. She reported that the documentation on the Shuttle program should be completed by next month and will be followed by PTC staff review and Commission presentation.

Vallejo Street Property: Commissioner Chin inquired about the status of the Vallejo Street property. The Assistant Director responded that the San Francisco Department of Real Estate has provided the owner of the Vallejo Street property with the final offer and a response is pending.

## CITY ATTORNEY'S REPORT

The City Attorney had no matters to report to the Commission.

## DIRECTOR'S REPORT

The Director's Report focused on the scheduling of neighborhood meetings and was presented to the Commission during the New Business session of the meeting.

## PUBLIC COMMENT

There were no comments by the public.

## NEW BUSINESS

Approval of the 1990/91 Budget for the Fifth and Mission Garage, the Ellis-O'Farrell Garage and the Sutter-Stockton Garage

The Assistant Director of the Parking Authority (PA) provided the Commission with highlights of budgets for the Fifth and Mission, Ellis-O'Farrell and Sutter-Stockton Garages. The Garage budgets were discussed and voted upon separately. Various representatives of the Garages were in attendance and participated in the discussions of the meeting. A synopsis of the discussion follows:

### Fifth and Mission Garage

The Assistant Director gave an overview of the budget line items for the Fifth and Mission Garage. He stated that the proposed 1990/91 operating expense of the Garage is $1,514,900, an 11.51 percent increase in budget over last fiscal year. He also noted the insurance expense of $130,000 explaining that the Garage indenture requires inclusion of earthquake insurance in the budget. He noted, however, that the Trustee of the Garage makes the final determination on the purchase of insurance for the Garage.

* *

The Chairman asked if the Insurance Expense was included in last year's budget. The Director replied that the item was included in the budget last year; however, an exception was requested and granted.

Commissioner Grosboll inquired about the amount of damage suffered by the Garage during the October earthquake. The Assistant Director responded that the overall damage to the garage was minimal; however, the elevator shafts did experience extensive damage.

The Chairman inquired about the percentage of liability coverage. Gerald Kelleher, representing S.E. Onorato Garages, responded that the Garage property has $5 million of liability coverage in its primary policy. The Assistant Director added that the Garage has garagekeeper's liability coverage for personal injury and fires. The Chairman requested that staff provide the Commission with further information on the liability coverage of the Fifth and Mission Garage.

Commissioner Chin inquired about the increase in the operating budget. Mr. Kelleher replied that the increase in the operating budget was recommended in keeping with the rise of the cost of living.

Commissioner Grosboll asked for an explanation of the 20 percent increase in legal fees for the Garage. Mr. Kelleher responded that an increase in legal fees was recommended in anticipation of additional legal services that will be required as a result of the expansion of the Garage.

Commissioner Chin suggested that the Garage Board consider securing legal counsel on a retainer basis instead of an hourly basis.

Commissioner Grosboll requested an explanation of the garage budget process. The Assistant Director explained that the nonprofit garages are required under the Lease Agreement to prepare a yearly budget, the PTC staff reviews the budget in an advisory capacity, the Commission has initial approval of the budget line items and the Controller's Office has final budget approval.

Commissioner Chin requested that notable differences in budget items be footnoted in the future.

Commissioner Chin inquired about the decrease in the Parking Income. Mr. Kelleher replied that the decrease was due to the attrition in monthly accounts. He explained that once an account is canceled, it is not replaced.

Commissioner Grosboll questioned if monthly parking resulted in discounted parking rates. He stated that discounted parking rates may be an encouragement for driving and noted that this would conflict with the City's Transit First Policy. He recommended increasing monthly parking rates to discourage drivers. Paul Newman, Attorney for the Fifth and Mission Garage, stated that monthly parkers rarely park every day of the week and space is not reserve for them.

The Assistant Director stated that staff will present statistics on the monthly parkings in City-owned garages at the next Commmission meeting.

The Chairman inquired about the number of monthly parkers presently at the Fifth and Mission Garage. Mr. Kelleher responded that there are approximately 530 monthly parkers in the 1,800 stall garage.

On motion of Commissioner Grosboll, seconded by Commissioner Chin, the 5th and Mission Garage budget was approved.

VOTE: Ayes - Members Chin, Grosboll, Melara and Singh
Excused - Member Quaranta.

## The Ellis-O'Farrell Garage

The Assistant Director gave a brief explanation of the Ellis-O'Farrell budget noting, in particular, the Parking Income (up 5.05%) and the Garage Operating Expenses (up 4.09%).

Commissioner Melara asked for an explanation of the increase in the line item for Garage Supplies. George Li, representative from the Pansini Corporation, responded that the Garage Supplies line item had been under budgeted for the last two years. He explained that during that period, funds had been taken from the miscellaneous account to offset the cost of supplies.

Commissioner Grosboll ask for an explanation of the supervisory reimbursement fee. Mr. Li responded that the fee provides reimbursement for the cost of supervisors and district managers that are not on-site pesonnel.

Commissioner Grosboll asked for an explanation of the Garage Legal line item. The Assistant Director responded that the Garage Legal line item covers legal costs for the nonprofit garage as opposed to the legal costs for the operator.

On motion of Commissioner Melara, seconded by Commissioner Chin, the Ellis-O'Farrell Garage budget was approved.

VOTE: Ayes - Members Chin, Grosboll, Melara and Singh
Excused - Member Quaranta.

## The Sutter-Stockton Garage

The Assistant Director gave a brief overview of the Sutter-Stockton budget noting the revenue increase of 4.5 percent for coming year. He stated that expenses are approximately $5,000 under fiscal year '89/90 and noted the change in the compensation package for the operator.

Commissioner Melara asked for an explanation of the 56 percent decrease in the Licenses and Taxes line item. Richard Guynn, of the Sutter-Stockton Garage, responded that payroll taxes inadvertently were not paid from 1986-1989; therefore, the 1990/91 budget figures show a decrease in funds.

Commissioner Grosboll inquired about Sutter-Stockton Garage's reserve funds. Paul Newman responded that the Garage has a reserve of $1 million as a result of negotiations with the City during the garage expansion. He noted that 85 percent of the surplus funds are given to the City.

On motion of Commissioner Grosboll, seconded by Commissioner Melara, the Sutter-Stockton Garage budget was approved.

VOTE: Ayes - Members Chin, Grosboll, Melara and Singh
Excused - Member Quaranta.

## SCHEDULING OF NEIGHBORHOOD MEETINGS

The Director reported on the scheduling of neighborhood Commission meetings. She provided the Commission with a report (Exhibit A) on the districts identified in the 1986 Neighborhood Parking Study as having the most acute parking needs and made recommendations for the scheduling of neighborhood meetings. She recommended that meetings begin in July allowing for the transition of staff in June and also allowing sufficient time for public information to be disseminated on the matter.

The Commission members agreed, pending approval by Commissioner Quaranta, to hold neighborhood meetings on the evenings of the fourth Wednesday of each month.

The Director suggested that the Civic Center/Union Square neighborhood meeting be held during the day in order to allow for input by the business community.

On motion of Commissioner Grosboll, seconded by Commissioner Melara, the schedule of neighborhood Commission meetings was approved as drafted.

VOTE: Ayes: Members Chin, Grosboll, Melara, Singh
Excused: Member Quaranta

PRESENTATION BY TRAFFIC ENGINEERING BUREAU

Norman Bray, Principal Traffic Engineer of the Department of Public Works, gave the first part of two briefings to the Commission on the structure and tasks of the Bureau of Traffic Engineering. He provided the Commission with a summary of the Performance Action Plan (Exhibit B) that was prepared two years ago at the request of the Director of the Department of Public Works. He noted that the Summary is updated yearly and is used when preparing the Bureau's budget. His briefing focused on the Operations, Design, and Planning Divisions of the Bureau.

ADJOURNMENT

Thereupon the meeting adjourned at 3:15 p.m.

Respectfully submitted,

Rina Cutler

Rina Cutler
Director

/RJF

SAN FRANCISCO - DEPARTMENT OF PARKING AND TRAFFIC

**Districts Indentified By the 1986 Neighborhood Parking Study as Having the Most Acute Parking Needs**

| Priority and Area | Previous Meeting | 1990/91 Proposed Meetings |
|---|---|---|
| 1. Inner Clement (Mid Geary -California (4th to 7th Ave.) | May 11 '89* | - |
| 2. Chinatown | Feb. 9 '89* | January * |
| 3. North Beach - Broadway | Feb. 9 '89* | January * |
| 4. Lombard- Union- Chestnut | - | October |
| 5. Outer - Clement | May 11 '89* | - |
| 6. Upper Fillmore | Mar. 9 '89 | - |
| 7. Castro - Upper Market | - | July |
| 8. 24th Street - Noe Valley | June 8 '89 | - |
| 9. Valencia/ Inner Mission | Apr. 13 '89* | - |
| 10. Fisherman's Wharf | - | - |
| 11. Polk/Van Ness ( Geary To Vallejo) | - | November |
| 12. Hayes/Gough | - | - |
| 13. Mid Irving | - | September |
| 14. Sacramento | - | - |
| 15. 24th St./Mission | Apr. 13 '89* | - |
| Civic Center | | August |
| Union Square ( Downtown) | - | February |

* Combined Meeting With Another District.

EXHIBIT "A"

BUREAU OF TRAFFIC ENGINEERING AND OPERATIONS

TABLE OF ORGANIZATION

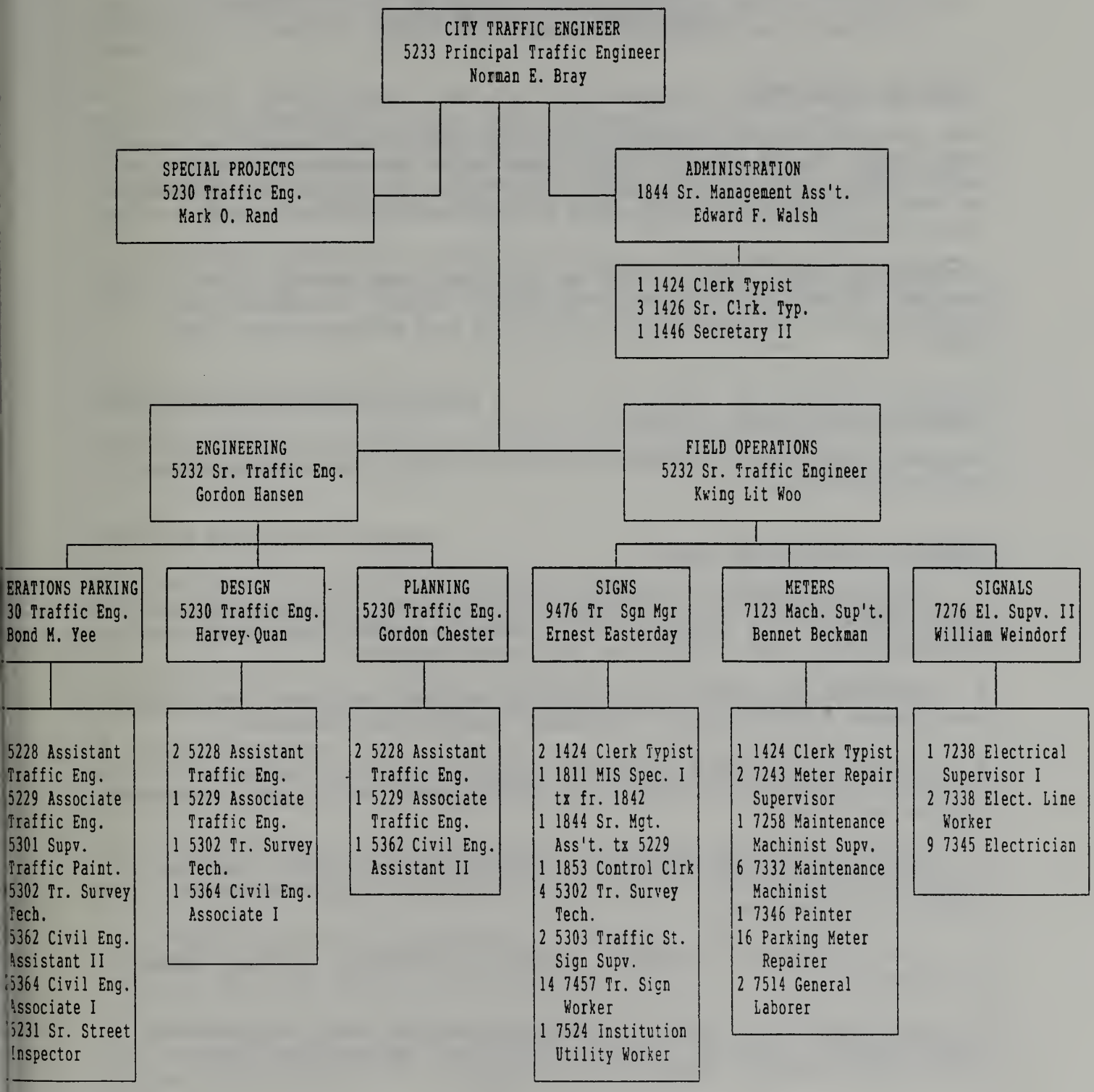


EXHIBIT "B"

13 December 1989

# BUREAU OF TRAFFIC ENGINEERING AND OPERATIONS
# OPERATIONS DIVISION
# PERFORMANCE ACTION PLAN

## MISSION STATEMENT

The mission of the Bureau of Traffic Engineering and Operations is to provide with available resources for the safe, efficient and convenient movement of people and goods on San Francisco streets, and maximize effective use of street space.

The Bureau does this public service by interacting with people, organizations and government bodies in making and carrying out transportation policies and programs for the City.

## TRAFFIC OPERATIONS ACTIVITY

Perform Operations Division tasks to improve traffic safety and traffic flow.

## TRAFFIC OPERATIONS TASKS

1. Pavement Marking - Manage the pavement marking program. This includes the scheduling of routine maintenance and coordination with others to implement changes.

2. Accident Monitoring - Actively monitor accident patterns throughout the city and recommend needed improvements.

3. Traffic Condition Requests or Complaints - Evaluate requests or complaints about traffic conditions and recommend needed actions.

4. Traffic Flow Improvement - Conduct travel time studies to monitor traffic flow conditions city-wide, and recommend needed improvements.

5. Traffic Counts - Conduct manual or machine traffic counts on request.

6. Legislation - Process legislation along the legislative chain (ISCOTT, public hearing, Board of Supervisors) to effectuate traffic regulation changes.

7. **Claims and Litigation** - Provide information for private party litigation and input to the City Attorney on claims and litigation against the City. Appear in court on behalf of the City.

8. **Signal Operations** - Review and determine the adequacy of existing timing and operating arrangements at various signalized locations throughout the City. Investigate complaints or requests regarding signal operations. Develop recommended changes (if any) and implement. Maintain and update signal timing records and time-space diagrams.

9. **Traffic Operations Administration** - Administer and manage the traffic operations activity of the Division and perform related functions.

PARKING MANAGEMENT ACTIVITY

Perform Operations Division tasks to maximize usage of parking facilities.

PARKING MANAGEMENT TASKS

1. **On-street Parking Condition Requests or Complaints** - Evaluate requests or complaints about parking conditions and recommend needed improvements.

2. **Permit Parking** - Manage program; implement new areas; extend existing areas; resolve questions on program.

3. **Meter Engineering** - Provide engineering input for modifying existing meter layouts or initiate legislative changes to expand existing meter areas.

4. **Curb Painting** - Evaluate and recommend action on requests for new curb zones and administer renewal of existing zones throughout the City.

5. **Street Cleaning Regulations** - Evaluate and process proposed parking regulation changes related to street cleaning for the Bureau of Street Cleaning.

6. **Parking Management Administration** - Administer and manage the parking management activity of the Division and perform related functions.

January 10, 1990

# BUREAU OF TRAFFIC ENGINEERING AND OPERATIONS
# DESIGN DIVISION
# TASKS AND BUDGET PROPOSAL

## MISSION STATEMENT

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The Bureau does this public service by interacting with people, organizations and government bodies in making and carrying out transportation policies and programs for the City.

## TRAFFIC DESIGN ACTIVITY

To perform design division tasks to improve traffic flow and safety and maximize the temporary use of available on-street space.

## TRAFFIC DESIGN TASKS

1. New Signals- Determine locations that warrant new traffic signals. Maintain and update a priority list and seek funding. Prepare detailed design. Answer public requests for new signals.

2. Signal Modifications- Determine existing signalized locations that need upgrading or modifications. Maintain inventory records, a priority list and seek funding. Prepare detailed design. Answer public requests for signal modifications.

3. Signal Replacement- Determine existing signal hardware that is outdated, deteriorated, and/or has become a maintenance problem. Maintain a priority list and seek funding. Prepare detailed design.

4. Major Intersection Design- Determine if major channelization treatments are necessary to improve traffic safety. This may be in conjunction with signal changes. Prepare the detailed design and seek funding to implement. Review and comment on new developments that involve new streets or upgrading of existing streets.

5. **Street Space-** Attend on-site meetings at building sites where major construction is anticipated. Review and comment from a traffic standpoint requests to utilize street and sidewalk areas. Implement any temporary traffic changes that may be needed in conjunction with the construction. Periodically monitor the sites to ensure safety and compliance. Monitor traffic control devices during and after construction. Administer parking meter bagging program.

6. **Special Traffic Permits-** Receive requests to occupy street and sidewalk areas that differ from previously established restrictions. If approved, prepare permits usually within 48 hours of the request. Periodically monitor the sites to ensure compliance to the permit requirements and observe impacts to traffic conditions.

7. **Traffic Routing-** Prepare traffic routing plans, specifications and estimates for public construction projects. Periodically perform on-site inspections to ensure compliance. Participate in any change order activity as required. Review and correct existing striping drawings in conjunction with any proposed resurfacing. Update designs as part of the bid documents.

8. **Temporary Street Closing-** Receive and review applications to temporarily close City streets for various activities (street fairs, athletic events, block parties etc.). Prepare notifications of decisions and disseminate to the various concerned parties.

9. **Encroachment-** Review and comment on requests to encroach onto City property. This includes excavation and shoring, pipe barriers, flower stands, benches, driveways etc.

10. **Claims and Litigations-** Prepare responses to claims, interrogatories involving signalized locations. Assist the City attorney's office in litigation matters by attending depositions or court as required.

11. **Administration-** Supervision of employees, planning, tracking of design budget and tasks, managing correspondence, training and safety of staff at 460 McAllister Street office, managing of computers etc.

12. **Pink Time-** Vacation, sick leave, legal holidays, overtime used etc.

DECEMBER 18, 1989

# BUREAU OF TRAFFIC ENGINEERING AND OPERATIONS
# PLANNING DIVISION
# PERFORMANCE ACTION PLAN

## MISSION STATEMENT

The mission of the Bureau of T.E.O. is to provide with available resources for the safe, efficient and convenient movement of people and goods on San Francisco streets, and maximize effective use of street space.

The Bureau does this public service by interacting with people, organizations and government bodies in making and caring out transportation policies and programs for the City.

## TRAFFIC PLANNING ACTIVITY

To interface with transportation agencies and groups in promoting the long range transportation interests of the people of San Francisco.

## TRAFFIC PLANNING TASKS

1. **Accident Trend Evaluation-** Periodically (quarterly or annually) examine accident records to identify trends. Compare specific locations (intersection or midblock) for unusual variation using established normals and reasonable variations. Devise and recommend corrective actions.

2. **Traffic Capital Planning-** Annual preparation and upgrading of proposed Capital Improvement Projects including:
a) Justification
b) Proposed remedies
c) Estimated costs

3. **Database Management-** To order regular and special machine or manual traffic counts. To receive traffic counts from consultants, reports, other sources.

4. **Neighborhood Traffic Evaluation-** Respond to neighborhood organization, individual, or elected official complaints. Make field and office evaluation of accidents, speed, delay, and volumes. Develop recommendations for action.

5. **Roadway Design-** To establish standards for lane widths, number of lanes, widths of lanes, and parking lanes. Interface with coach and streetcar lines.

**6. Major Intersection Design-** Layout design of intersections (new or used) for pedestrian, auto, bus and truck traffic. Physically separate conflicting vehicle paths, or used time separation. Devise standards for median widths and shapes.

**7. One-way Streets-** Develop major area-wide plans for one-way adjacent paired streets to: 1) reduce head-on left-turn collisions 2) reduce delay and conjestion from left turns 3) optimize signal offsets for green wave 4) eliminate or reduce need for tow away 5) better utilization of narrow roadways.

**8. Pedestrian Movement-** Identify problems and develop remedies for pedestrians--- often elderly or handicapped. Needs may be for sidewalks, crosswalks, signal programs, or bus bulbs.

**9. Bicycle Movement-** From Bicycle Transportation Advisory Committee (BTAC) of the Transportation Policy Group (TPG) and from individuals to identify bicyclists needs. Serve these needs by construction, lane line relocation, hazard removal or corrections, or signs. Get funds from Metropolitan Transportation Commission (MTC) or from Caltrans via TPG.

**10. Transit and other High Occupancy Vehicles-** Working with Caltrans, MUNI, and Department of City Planning (DCP) to identify streets for diamond lanes. Provide signing plans, lane layouts, etc. for vanpool/carpool travel and parking. Coordinate with MUNI and DCP on projects: 1) specifically to expedite transit or 2) to evaluate impact on transit of traffic changes that are proposed for other reasons.

**11. Environmental Impact Study Support-** Review Environmental Impact Reports (EIRs) prepared by DCP. Comment on traffic analysis and proposed mitigations.

**12. Planning Administration-** Employee supervision, training, and performance evaluation. Tracking budgets, tasks and correspondence. Mail delivery and pickup, telephone coverage, filing. Staff meetings and conferences, e.g. TPG. Outreach programs, traffic legislation (ISCOTT), claims and litigation. Non-chargeable consultation to other departments and agencies. Other miscellaneous overhead or office functions.

13 December 1989

## Traffic Operations Activity

### Task 1: Pavement Marking

Task Description: Manage the pavement marking program. This includes the scheduling of routine maintenance and coordination with others to implement changes.

Objectives: (1) Develop plan so that 600 lane-miles of striping and other markings in city are maintained at regular intervals. (2) Manage marking changes so they are done within 60 calendar days.

Performance Measures: (1) Miles of markings and number of messages scheduled per year. (2) % of requested changes done within 60 calendar days.

| Action Plan: | | Exist. Effort | Prop. Effort |
|---|---|---|---|
| oInventory existing striping and markings. | 5228 | 0.10 P-Y | 0.10 P-Y |
| | 5302 | 0.40 | 0.40 |
| oDevelop maintenance cycle, by 6-30-90. | 5228 | 0.10 | 0.10 |
| | 5302 | 0.18 | 0.18 |
| | 5229 | 0 | 0.05 |
| oEnter paint dates at completion, within one week. | 5302 | 0.14 | 0.15 |
| oDevelop/update lists for marking, both maintenance and changes, monthly. | 5228 | 0.05 | 0.10 |
| | 5302 | 0.15 | 0.15 |
| oMaintain on-going field coordination and supervision. | 5301 | 1.00 | 1.00 |
| oMaintain existing marking records. | 5364 | 0.72 | 0.72 |
| | 5362 | 0.68 | 0.68 |
| TOTAL | | 3.52 P-Y | 3.63 P-Y |

Discussion: Inventory of existing striping has been completed. Inventory of other markings within intersection areas and STOP bars and messages will be initiated next. It is anticipated that the same level of effort is needed to accomplish this task. Also, development of maintenance cycle has been slowed due to the previous lack of reported remarking dates.

13 December 1989

## TRAFFIC OPERATIONS ACTIVITY
## SUMMARY OF DIVISION STAFFING REQUIREMENTS

The attached five tables indicate existing and proposed staffing requirements for the nine tasks and the differences between the two. For clarity they are summarized below. Associated budget dollars needed are summarized on the following page.

| Class | Title | Existing | Proposed | Difference |
|---|---|---|---|---|
| 5228 | Assist. Traff. Eng. | 2.88 | 4.66 | +1.78 |
| 5229 | Assoc. Traff. Eng. | 0(1) | 3.24 | +3.24 |
| 5230 | Traffic Engineer | 0.68 | 0.93 | +0.25 |
| 5301 | Traff. Paint. Supv. | 1.00 | 1.00 | 0 |
| 5302 | Traff. Eng. Tech. | 2.80 | 5.31 | +2.51 |
| 5362 | Civ. Eng. Assist. II | 1.44 | 1.97 | +0.53 |
| 5364 | Civ. Eng. Assoc. I | 0.82 | 1.07 | +0.25 |
| 6231 | Sr. Street Insp. | 0 | 0 | 0 |
| **BUDGET TOTAL** | | 9.62 | 18.18 | +8.56 |
| 5381 | Student Trainee II(2) | 0.60 | 0.60 | 0 |
| 5382 | Student Trainee III(2) | 1.25 | 1.00 | -0.25(3) |
| **TRAINEE TOTAL** | | 1.85 | 1.60 | -0.25 |

(1) One 5229 position is authorized but currently vacant; funding is being used for an additional 5228 position.
(2) Student interns are full-time equivalents.
(3) One 5382 was available on 3-month loan.

BUREAU OF TRAFFIC ENGINEERING AND OPERATIONS

MANAGEMENT BY OBJECTIVE GOALS

FY 1989-90

## 2310 Traffic Operations and Planning Program

LKA To complete 75% of traffic and parking investigations within 20 working days.

LKC To complete 90% of traffic sign repair work items within 10 working days from notification.

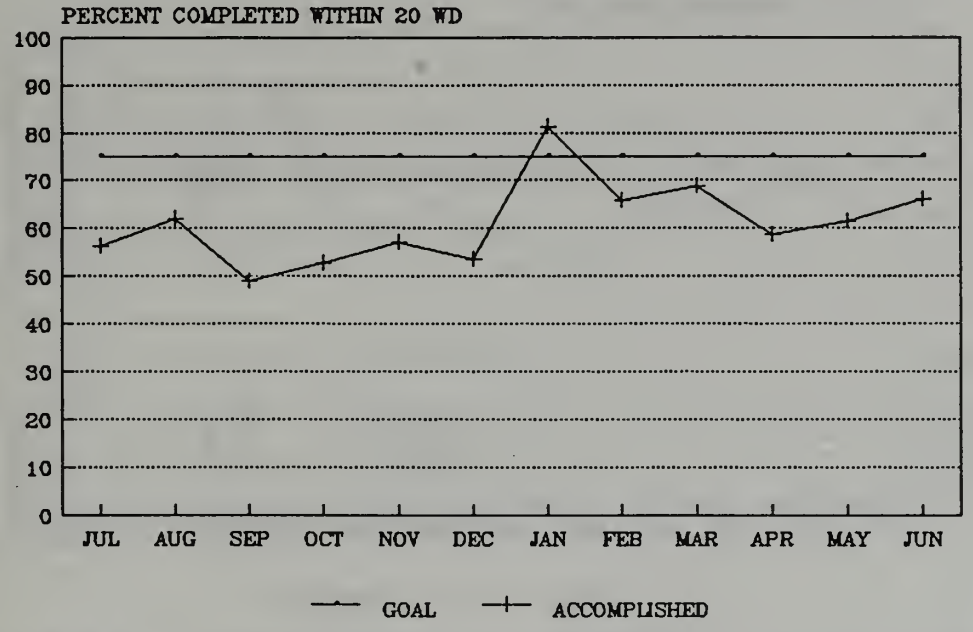
LKE To install 95% of new traffic signs within 20 working days from notification.

## Non-Budget Program

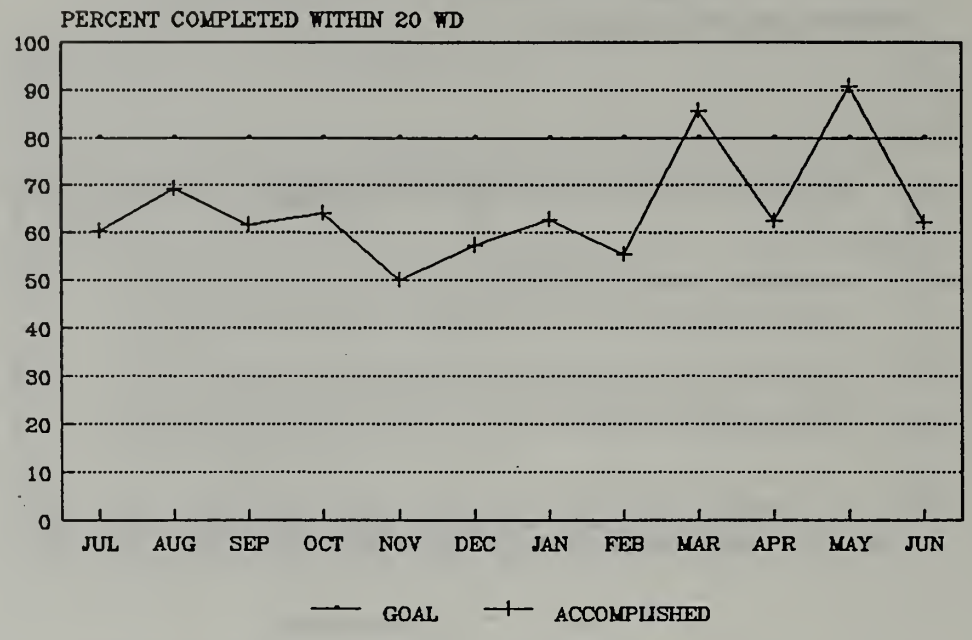
LKH To respond to 80% of requests for new or revised curb zones within 20 working days.

# LKA: TRF & PARK INVESTIGATION

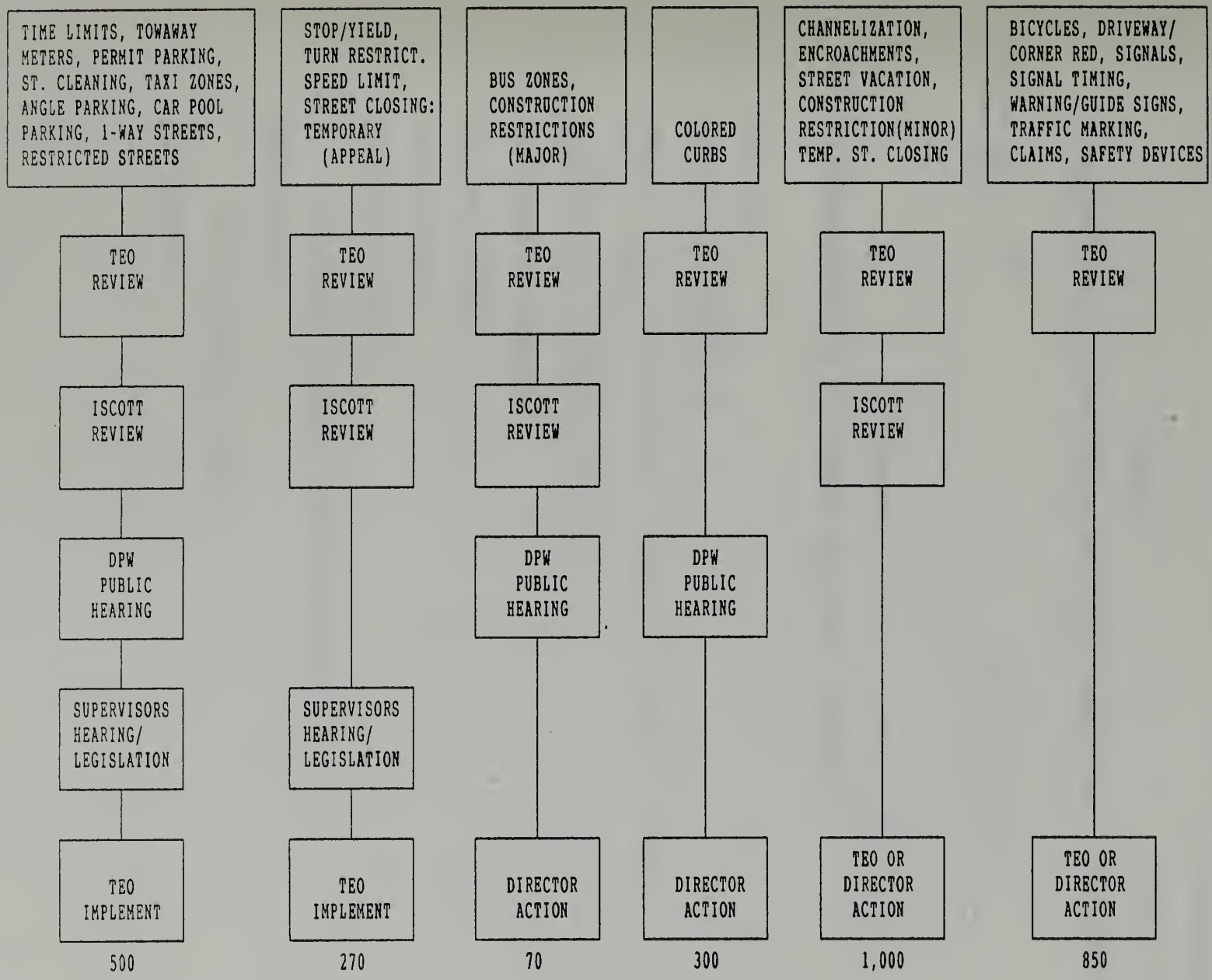
## FISCAL YEAR 1988–1989



# LKI: CURB REQUESTS
## FISCAL YEAR 1988–1989



# TEO LEGISLATIVE & ADMINISTRATIVE ACTIONS


TIME LIMITS, TOWAWAY METERS, PERMIT PARKING, ST. CLEANING, TAXI ZONES, ANGLE PARKING, CAR POOL PARKING, 1-WAY STREETS, RESTRICTED STREETS
STOP/YIELD, TURN RESTRICT. SPEED LIMIT, STREET CLOSING: TEMPORARY (APPEAL)
BUS ZONES, CONSTRUCTION RESTRICTIONS (MAJOR)
COLORED CURBS
CHANNELIZATION, ENCROACHMENTS, STREET VACATION, CONSTRUCTION RESTRICTION(MINOR) TEMP. ST. CLOSING
BICYCLES, DRIVEWAY/ CORNER RED, SIGNALS, SIGNAL TIMING, WARNING/GUIDE SIGNS, TRAFFIC MARKING, CLAIMS, SAFETY DEVICES
TEO REVIEW
ISCOTT REVIEW
DPW PUBLIC HEARING
SUPERVISORS HEARING/ LEGISLATION
TEO IMPLEMENT
TEO OR DIRECTOR ACTION
DIRECTOR ACTION
500
270
70
300
1,000
850

**ANNUAL VOLUMES**

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

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NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, May 1, 1990
1:30p.m.

Room 282, City Hall
San Francisco, CA

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. Roll Call

2. Adoption of the Minutes

   Regular Meeting of the Parking and Traffic Commission held on April 17, 1990

3. Commissioners' Questions and Matters

4. City Attorney's Report

5. Director's Report

6. Public Comment

7. Unfinished Business

   a. Presentation by Traffic Engineering Bureau

8. New Business

   a. Review of Monthly Parking

9. Adjournment

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

MEETING REPORT

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, May 1, 1990
1:30 p.m.
Room 282, City Hall
San Francisco, California 94102

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PRESENT:

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Arnold Chin
Dick Grosboll

Staff: Rina Cutler, Director, Parking and Traffic Commission
Kevin Hagerty, Assistant Director, Parking Authority
Eleanor A. Elrod, Deputy City Attorney
Renee Faison, Recording Secretary

Guests: Richard O. Guynn, Sutter-Stockton Garage
Gerald C. Davalos, Noriega Street Merchants
Max Meier, Noriego Street Merchants
Norman Bray, Bureau of Traffic Engineering and Operations
David Pilpel, Modern Transit Society
Virginia Conway

EXCUSED: Commissioner Sonia Melara
Julian Hultgren, Deputy City Attorney

The Chairman called the meeting to order at 1:45 p.m.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF THE MINUTES

On motion of Commissioner Grosboll, seconded by Commissioner Chin, the Minutes of the April 17, 1990 Regular Meeting of the Parking and Traffic Commission (PTC) were approved as drafted.

VOTE: Ayes - Members Chin, Grosboll and Singh
Abstain - Member Quaranta
Excused - Member Melara

COMMISSIONERS' QUESTIONS AND MATTERS

Commissioner Grosboll requested an update on the status of the availability of the property on Clement Street for a possible garage site. The Director of the Parking Authority (PA) briefed the Commission on the matter. He explained that staff has had initial conversations with the agents of the property. Those agents indicated that they would contact the PA when plans to sell the property have been made definite. No response has been received to date.

*

The Chairman noted the lack of load and unloading enforcement in the bus zone located at 23rd and Irving Streets and requested that the Director investigate the matter and report back to the Commission on the regulations concerning bus zones.

CITY ATTORNEY'S REPORT

Deputy City Attorney Eleanor Elrod, substituting for Deputy City Attorney Julian Hultgren, had no matters to report.

DIRECTOR'S REPORT

The Director reported to the Commission on the following matters:

Parking Control Officer's (PCO) Training Premium

One month ago, a 5.5 percent training premium had been negotiated with the PCO Union and, two weeks ago, the matter was adopted by the Board of Supervisors on first reading. Since that time, the Civil Service Commission has informed staff that the premium is not a prevailing premium pursuant

to the Charter Section 8.407. As a result, Supervisor Hallinan, who authorized the amendment to the 1990-91 Salary Standardization Ordinance, has withrawn the amendment and the Board has adopted the unamended version for the SSO. The Director and the City Attorney's Office are attempting to administratively resolve this issue. The Commission will remain apprised of the matter.

Designation of Applicant's Agent for Federal Disaster Relief

On November 7, 1989, the Commission authorized Resolution No. 1132, Designation of Applicant's Agent, in which the Director of the Parking Authority was empowered to execute and file applications to receive Federal funds for City garages that suffered earthquake damage. The language of Resolution No. 1132 was prepared in a form suggested by the Mayor's Office. Since that time, the State Office of Emergency Services has requested the inclusion of reference to State funds in FEMA-related resolutions. Therefore, a new resolution meeting those specifications will be prepared and presented to the Commission at its next meeting.

Traffic Rerouting Following Razing of Embarcadero Freeway

Staff is involved in the traffic rerouting plan that has been requested by the Board of Supervisors as a result of the closing of the Embarcadero Freeway. A presentation on the matter will be made to the Commission in the near future.

PUBLIC COMMENT

Gerald C. Davalos, Noriega Street Merchants and pharmacy owner at 32nd and Noreiga, addressed the Commission on the proposed plan before the San Francisco City Planning Commission to locate a Thrifty, Jr. Pharmacy at 2545 Noriega Street and the stores effect on parking in the area. He gave the Commission background on the proposed new Thrifty, Jr. store explaining that it will be a large store (8,200 square feet) and would likely draw customers from outside of the neighborhood. He noted that no parking provision has been made to accommodate the expected new patronage. He then described how the new store would worsen an already tremendous parking problem in the area. He presented the Commission with 1,000 signatures from residents and merchants in the area who oppose the new store. He stated that the Planning Commission will meet on May 10 and he requested that the PTC contact the Planning Commission concerning the issue.

*

The Chairman noted that there is a Safeway store in the area and asked for information on the size of that store and provisions for parking. Mr. Davalos stated that the Safeway store is approximately 10,000 square feet and provides a large parking lot for its patrons.

Commissioner Grosboll asked what Thrifty's response has been to the merchants' and neighbors' allocations that the store would create additional traffic problems. Mr. Davalos responded that Thrifty is of the opinion that the store would not draw patronage from outside of the neighborhood; however, he stated, Thrifty advertises throughout the City.

Commissioner Chin asked if the planned Noriega Thrifty, Jr. store is comparable in size to the Thrifty at 14th and Taravel. Mr. Davalos responded that the planned Noriega Thrifty store is larger than the Taravel Thrifty store and parking is provided.

Commissioner Chin asked if a Negative Declaration and an environmental review is needed on the project. Mr. Davalos responded that neither is needed because a market was previously located at the site.

The Director asked if a traffic study had been done on the location. Mr. Davalos responded that he is unaware of whether any study was done.

Commissioner Grosboll asked Mr. Davalos to identify the neighborhood organizations that oppose the new store. Mr. Davalos responded that the groups opposing the new store include the Noriega Merchants Association, the Parkside-Taraval Merchants Association, the Irving Street Merchants Assocation and the West Portal Merchants Association.

The Director requested copies of letters from those associations opposing the new store.

Commissioner Grosboll agreed that a letter should be prepared to the Planning Commission giving PTC's concerns on the matter.

Eugene Hindle, resident of Noriega district, urged the PTC to contact the Planning Commission regarding the Noriega traffic issue and its impact on parking in the area. He stressed the need for meters and increased police enforcement is needed.

Max Meier, member of the Noriega Street Merchants Association, addressed the Commission on the parking problems of the Noriega district and the enormity of the traffic problem in the area. He stated that meters may not be a solution but noted that attention to this issue is needed.

David Pilpel, a Noriega resident, suggested that the PTC contact the Planning Commission to express concern over potential impact of th new store. He noted that the Noriega neighborhood is an intensly commercial area and stated that the Thrifty,Jr. store would be out of scale for the neighborhood because of the amount of customers it would potentially draw.

Norman Bray suggested that the Noreiga neighborhood and merchant associations contact him in writing to request the installation of meters so that this issue can be looked at.

City Attorney Eleanor Elrod indicated that the Commission could not formally address this issue as it was not on the agenda.

UNFINISHED BUSINESS

Presentation by Traffic Engineering Bureau

Norman Bray briefed the Commission on the three Operations Divisions of the Traffic Engineering Bureau -- Sign Division, Traffic Signal Maintenance and Parking Meter Maintenance Division. For use in his presentation, he drew the Commission's attention to a Performance Action Plan (Exhibit A) which explains the tasks of each Division.

The Chairman requested that the Director informally speak with the City Planning Department and put this item on the agenda for the next Commission meeting.

Commissioner Chin asked if the Traffic Engineering Bureau is working in conjunction with other departments regarding synchronization of traffic signals. Mr. Bray responded that the Bureau is working in conjunction with MUNI Railway regarding synchronization of signals and grants have been awarded to the Bureau from the State to fund studies on the matter.

David Pilpel inquired about (1) the Bureau's position on pre-empt signal programs, (2) the responsible department for curb painting and (3) the responsible department for lane painting. The Director responded that curb painting will be transfered to PTC in July and lane painting will remain in the Department of Public Works. Mr. Bray stated that signal pre-emption is studied and implemented as recommended. For example, signal pre-emption is used on the cable cars and various MUNI metro lines.

Commissioner Grosboll asked if there are areas that have been studied for traffic pre-emption but not implemented. Mr. Bray responded that there is a list of areas in which the Bureau has been working with MUNI Railway. Commissioner Grosboll requested a copy of that listing.

Virginia Conway, resident of San Francisco, requested that pre-emption not be considered for Market Street because of the possible danger it would cause for pedestrians. Mr. Bray responded that Market Street signals are not pre-empted but are pre-timed for the purpose of the buses.

NEW BUSINESS

Review of Monthly Parking

The Assistant Director of the Parking Authority updated the Commission on the status of monthly contracts at City-owned and operated garages. He provided the Commission with a summary (Exhibit B) on the issue and stated that a written report on the will be prepared in the near future.

Commissioner Grosboll recommended a policy to discourage monthly parking at garages that are full during the day. He also requested an update on the market value of the monthly fees and requested that it be presented to the Commission when the written report is prepared.

ADJOURNMENT

Thereupon the meeting was adjourned at 3:09 p.m.

Respectfully submitted,

Rina Cutler
Executive Director

/RJF

# BUREAU OF TRAFFIC ENGINEERING AND OPERATIONS
# TRAFFIC SIGN DIVISION
# PERFORMANCE ACTION PLAN

## MISSION STATEMENT

The mission of the Bureau of T.E.O. is to provide with available resources for the safe, efficient and convenient movement of people and goods on San Francisco streets, and maximize effective use of street space.

The Bureau does this public service by interacting with people, organizations and government bodies in making and carrying out transportation policies and programs for the City.

## TRAFFIC SIGN ACTIVITY

To install and maintain traffic signs and records in an efficient and timely manner.

## TRAFFIC SIGN TASKS

**1. Sign Installation and Maintenance-** Install new signs on orders of other divisions within BTE&O. Maintain existing signs on input of BTE&O, field inspection, other city agencies and the public.

**2. Sign Records-** Transfer from paper to computer records, generate work orders and maintain records for all work being done. Write work orders in the field.

**3. Sign Services to Others-** Make special signs for other agencies, for special internal sign requirements, perform work for other agencies and serve as a consultant regarding sign needs.

**4. Sign Administration-** Supervision of employees, planning, tracking of work effort, training of staff, perform inventory control and maintain the site.



EXHIBIT "A"

# BUREAU OF TRAFFIC ENGINEERING AND OPERATIONS
# PARKING METER DIVISION
# PERFORMANCE ACTION PLAN

## MISSION STATEMENT

The mission of the Bureau of Traffic Engineering and Operations is to provide with available resources for the safe, efficient and convenient movement of people and goods on San Francisco streets, and maximize effective use of street space.

The Bureau does this public service by interacting with people, organizations and government bodies in making and carrying out transportation policies and programs for the City.

## PARKING METER MAINTENANCE ACTIVITY

To effectively maintain and repair parking meters in order to maximize operational meters and revenue, and to perform the required machine shop service.

## PARKING METER MAINTENANCE TASKS

1. **Field Meter Maintenance** - Inspection and field servicing of parking meters.

2. **Shop Maintenance** - Overhaul of parking meters in the shop.

3. **Post Installation and Repairs** - Installation and repair of the posts which support parking meters.

4. **Special Projects** - Perform machine shop duties for the Department of Electricity and Traffic Signal Division; Paint traffic signal equipment.

5. **Parking Meter Administration** - Administer and manage the parking meter maintenance activity and perform related functions.

# BUREAU OF TRAFFIC ENGINEERING AND OPERATIONS
# TRAFFIC SIGNAL DIVISION
# PERFORMANCE ACTION PLAN

## MISSION STATEMENT

The mission of the Bureau of Traffic Engineering and Operations is to provide with available resources for the safe, efficient and convenient movement of people and goods of San Francisco streets, and maximize effective use of street space.

The Bureau does this public service by interacting with people, organizations and government bodies in making and carrying out transportation policies and programs for the City.

## TRAFFIC SIGNAL MAINTENANCE ACTIVITY

To effectively maintain traffic signals and associated equipment on a 24 hours basis and to provide for safe and efficient traffic flow.

## TRAFFIC SIGNAL MAINTENANCE TASKS

1. Routine Traffic Signal Relamping - Relamp all traffic signal lights on a set schedule.

2. Repair of Damaged Signals and Conduits - Repair of signals damaged as a result of traffic accidents. Repair of conduits damaged by activities of utility companies or contractors excavating in street or sidewalk area.

3. Overhaul Traffic Signal Controllers - Shop overhaul signal controllers on a fixed schedule to minimize controller failures at unanticipated times.

4. Traffic Signal Hardware Modification - Make modifications requested by design division.

6. Traffic Signal Administration - Administer and manage the traffic signal maintenance activity.
Maintain records.

5. Traffic Signal Maintenance - Perform routine maintenance

SAN FRANCISCO PARKING AUTHORITY

## MONTHLY PARKING SUMMARY
## CITY OWNED GARAGES

| Garage | Total Spaces | Transient Spaces # | Transient Spaces % | Monthly Spaces # | Monthly Spaces % | | Change From Sept. 1989 | Monthly Fee | Notes |
|---|---|---|---|---|---|---|---|---|---|
| Civic Center | 840 | 568 | 68% | 272 | 32% | * | -24 | $110.00 | 171-Government, 101-Individual Monthly Cap = 320 |
| Ellis O'Farrell | 760 | 698 | 92% | 62 | 8% | ** | -28 | $225.00<br>$200.00 | Inside Garage<br>Garage Roof |
| Fifth- Mission | 1,782 | 1,252 | 70% | 530 | 30% | ** | -46 | $95.00 | |
| Golden Gateway | 1,112 | 705 | 63% | 407 | 37% | | -32 | $230.00 | |
| Japan Center | | | | | | | | | |
| Main Garage | 715 | 365 | 51% | 350 | 49% | | -12 | $67.85<br>$93.95 | 200 Kaiser Hospital Employees<br>150 Other Individuals |
| Fillmore Annex | 160 | 47 | 29% | 113 | 71% | | 0 | $51.40<br>$41.75<br>$67.85 | 85 Kaiser Hospital Employees<br>14 Fillmore Merchants<br>14 Individuals |
| Lombard Street | 205 | 205 | 100% | 0 | 0% | | 0 | | |
| Moscone Center | 732 | 522 | 71% | 210 | 29% | * | 10 | $95.00 | Monthly Cap =240 |
| Performing Arts | 612 | 461 | 75% | 151 | 25% | | -13 | $95.00<br>$0.00<br>$0.00 | 76 Individuals<br>44 Dept. of Public Works<br>31 City Judges |
| Portsmouth Square | 504 | 394 | 78% | 110 | 22% | ** | 0 | $192.00 | |
| St. Mary's Square | 828 | 236 | 29% | 592 | 71% | * | -2 | $225.00 | |
| Sutter Stockton | 1,865 | 1,848 | 99% | 17 | 1% | ** | -2 | $235.00 | |
| Union Square | 1,008 | 938 | 93% | 70 | 7% | | -2 | $275.00 | |
| Vallejo Street | 161 | 155 | 96% | 6 | 4% | ** | -10 | $225.00 | |
| Total | 11,284 | 8,394 | 74% | 2,890 | 26% | | -161 | | |

* Monthly cap in effect.

** No new monthlies sold. Current number is being reduced through attrition.

April 1990

EXHIBIT "B"

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

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NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

Tuesday, May 15, 1990
1:30p.m.

Room 282, City Hall
San Francisco, CA

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. Roll Call

2. Adoption of the Minutes

   Regular Meeting of the Parking and Traffic Commission held on May 1, 1990

3. Commissioners' Questions and Matters

4. City Attorney's Report

5. Director's Report

6. Public Comment

7. New Business

   a. Recommendation on the North Beach Park and Ride Shuttle Service
   b. Thrifty, Jr. Pharmacy Proposed for 2545 Noriega Street

8. Adjournment

(Continued on Back of Page)

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

1. Roll Call

2. Adoption of the Minutes

   Special Meetings of the Parking and Traffic Commission held on March 20, 1990

3. Public Comment

4. New Business

   a. Resolution No. 1138 - Designation of Applicant's Agent for Disaster Relief
   b. Approval of 1st, 2nd, 3rd Quarterly Reports

5. Adjournment

RECONVENE

EXECUTIVE SESSION

Discussion Regarding Vallejo/Churchill property

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

# MEETING REPORT

## REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, May 15, 1990
1:30 p.m.
Room 282, City Hall
San Francisco, California 94102

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PRESENT:

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Arnold Chin
Sonia Melara
Dick Grosboll

Staff: Rina Cutler, Executive Director, Parking and Traffic Commission
Phil Chin, Director, Parking Authority
Kevin Hagerty, Assistant Director, Parking Authority
Julian Hultgren, Deputy City Attorney
Renee Faison, Recording Secretary

Guests: Esther Oppenheimer, Noriega Street resident
Richard Guynn, Sutter-Stockton Garage
Jonathan Weber, System Parking
Jerry Mahoney, Noriega Street resident
Mary Ann Cafferata, S.F. Police Department
Sara Basque, S.F. Police Department
R.W. Presting, S.E. Onorata Garages
Wassil Rolovich, S.F. Police Department (retired)
Walter Pastore, North Beach Chamber of Commerce
Harry Quinn, S.F. Department of Real Estate
Enid Ng Lim, Chinatown TRIP
David Pilpel, Transit Advocate
Rebecca Kohlstrand, S.F. Department of City Planning
Bob McCarthy, Thrifty Corporation
Deborah Stein, Thrifty Corporation
Brett Gladstone, Attorney at Law
John Christen, Noriega Street resident

The Chairman called the meeting to order at 1:38 p.m.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF THE MINUTES

On motion of Commissioner Grosboll, seconded by Commissioner Chin, the Minutes of the May 1, 1990 Regular Meeting of the Parking and Traffic Commission (PTC) were approved as drafted.

VOTE: Ayes - Members Chin, Grosboll, Melara, Singh
Abstain - Member Melara

COMMISSIONERS' QUESTIONS AND MATTERS

Commissioner Chin inquired about the status of the Denver Boot Program and its accompanying promotional plan. The Executive Director reported that a draft implementation plan is being prepared for submittal to the Commission in June along with a draft letter to be provided to persons with 10 tickets or more. There will also be a marketing program for persons with less than 10 tickets. The Commissioner noted his concern regarding ample notice of the Boot Program.

CITY ATTORNEY'S REPORT

The City Attorney had nothing to report.

DIRECTOR'S REPORT

The Executive Director introduced Norman Bray of the City's Traffic Engineering Bureau for a briefing to the Commission on various parking and traffic mattters.

Mr. Bray reported on the Traffic Engineering Bureau's plan to present traffic mitigation matters before the Finance Committee of the Board of Supervisors on May 16, 1990. Those matters include the installation of additional directional signs on the various freeways and ramps surrounding the San Francisco area, the development and installation of logo signs for Chinatown, Fisherman's Wharf and North Beach, and recommendations for alternate routes to Chinatown, Fisherman's Wharf and North Beach during the closure of the Embarcadero Freeway.

Mr. Bray described proposed changes for rush hour towing within the City. He explained that following the October 17, 1989 earthquake, many persons changed their work schedule to

earlier hours in order to avoid rush hour traffic. This has resulted in an earlier rush hour. The Traffic Engineering Bureau is recommending that towing begin at 3:00 p.m. instead of 4:00 p.m. in order to relieve early rush hour congestion.

Mr. Bray also described legislation that will be presented to the Board of Supervisors calling for stringent fines and towing laws to prohibit double parking and the installation of metered truck loading zones for the Downtown area. He commented on the need for new laws to assist in the enforcement of parking and traffic regulations.

Mr. Bray's report was interrupted in order to accommodate the the various speakers on the Thrifty, Jr. Store matter.

NEW BUSINESS

Thrifty, Jr. Pharmacy Proposed for 2545 Noriega

Robert McCarthy, attorney for the Thrifty Corporation, addressed the Commission on the appropriateness of the Commission becoming involved in the matter of locating the Thrifty, Jr. Store on Noriega Street. He remarked that the matter has become a dispute between a pharmacy owner, Mr. Davalos, and a company, Thrifty, Jr., which the business owner assumes will compete with him. He stated that locating Thrifty at the Noriega address is a decision for the City Planning Department as determined under the Charter and under Section 303 of the City Planning Code. He noted his opinion that the matter is not within PTC's Charter mandate and asked if PTC is willing to set a precedent of raising concerns with other commissions on matters outside of PTC's jurisdiction. He stated that Prop D allows PTC to regulate the parking and traffic within the City but questioned if PTC has the authority, resources or staff to handle studies of such matters on a project-by-project basis. He implored the PTC not to take a position on the matter unless a study has been done and suggested that the study be based on neighborhood commercial districts and not on individual projects.

Commissioner Grosboll stated that Mr. McCarthy's remarks suggest that the issue is a business matter -- one commercial establishment versus another commercial establishment -- and not a matter of City policy. The Commissioner noted that Prop M addresses traffic issues thereby making it a matter of PTC concern. He stated that Prop M specifically addresses issues of resident ownership and businesses within the City and noted that Mr. McCarthy's comments undermine the importance of that relationship. He reminded Mr. McCarthy that the City has a policy to preserve

and to protect existing businesses of people who own and live in the City and noted that PTC has the right to express viewpoints with other City commissions.

Mr. McCarthy responded that the Board of Supervisors is entrusted to make Prop M findings. He stated that Prop M matters are not within the PTC's jurisdiction and are outside of PTC's level of expertise. He stated that his reading of the text of proposed Charter amendment Prop D shows no indication that PTC has authority in this matter. He urged PTC not to get involved in this issue unless fully apprised of the merits of the issue including a staff-conducted study; he also suggested that PTC get legal advice from the City Attorney's Office on the matter.

*

Brett Gladstone, an attorney representing the Noriega Street merchants and residents, addressed the Commission on the parking and traffic issues surrounding the proposed new Noriega Thrifty, Jr. Store. He beseeched the PTC Commission to write a letter of concern to the Planning Commission stressing the following issues: the lack of a parking lot for the store, the lack of metered parking along Noreiga Street, the possible violation of the "transit first" policy of the Master Plan, and the lack of off-street loading areas for deliveries. He also discussed the issues of the large size of the store, the stores policy of advertising city-wide and the assignment of only 8 off-street parking spaces for store staff. He remarked that the merchants have conducted a study of 200 customers at the Thrifty's Taraval Street store and the statistics support their claims that the new store will intensify the parking and traffic patterns in the area. He also noted that he has received ten letters of support from neighborhood and merchant groups.

Commissioner Melara questioned if many of Mr. Gladstone's requests are within PTC's parking and traffic jurisdiction. She stated that city-wide advertising, in many cases, is used because it is cheaper and does not necessarily encourage individuals to go outside of their area to shop. Mr. Gladstone suggested the Commissioner read the Thrifty Taraval study which states that individuals are drawn from outside of the area through advertising.

Commissioner Chin inquired about the neighborhood merchants' concerns regarding the Noriega Thrifty Store. Mr. Gladstone explained that independent grocers and pharmacists are going out of business due to large chains. He stated that Thrifty can engage in certain competion which is felt to be unfair

and could drive neighborhood merchants out of business. He noted that there has been a 50% decline in the number of independent pharmacies within the Bay Area since 1975.

Commissioner Chin inquired about a Negative Declaration on the site. Mr. Gladstone responded that the Department of City Planning has categorized the site as exempt from a Negative Declaration and noted his opinion that a categorical exemption is not applicable in this case. He stated that exemptions of this kind are given for replacement structures of ongoing businesses of similar size, capacity and use. He remarked that the site has been vacant for over a year, the original store only advertised locally and the original site was a 1,200 square feet whereas Thrity proposes a 8,200 square foot store.

Commissioner Chin differed with Mr. Gladstone's statement regarding advertising by the previous owner. The Commissioner noted that the previous store, Three Star Market, advertised city-wide by television.

Commissioner Chin also disagreed with Mr. McCarthy's statement that Planning issues do not have an impact on parking and traffic patterns and the quality of life of the residents of the City and County of San Francisco.

*

Rebecca Kohlstrand, of the Department of City Planning, addressed the Commission. She gave a brief history of the parcel of land in which Thrifty, Jr. proposes to locate the store. She explained that the previous tenants requested a conditional use permit to divide the property. Thrifty, Jr. proposes to convert to the original larger subdivision of space. Ms. Kohlstrand stated that the development did not require an environmental impact assessment or in-depth analysis because it was not considered to be a significant alteration in use. She further remarked that there is no additional parking required because the increment of additional commercial space is not significant.

The Chairman inquired about the parking deficit on the parcel of land. Ms. Kohlstrand commented that if a pre-existing land use is not changed, the parking deficit from the past can be carried forward.

Commissioner Grosboll inquired about the Department of City Planning's policy on detailed reviews. Ms. Kohlstrand stated that in-depth reviews depend on pre-existing use of space and the increment of growth.

*

John Christen, Noriega Street businessman and resident, addressed the Commission on the quality of life in the area as impacted by traffic patterns. He stated that parking and traffic situations in the area are severe and constantly worsening and requested the Commission's assistance in the matter.

*

Eugene Engle, Noriega Street resident, also spoke concerning the parking and traffic problems in the Noriega Street area. He remarked that parking meters and parking control officers are needed and questioned where the Thrifty employees will be parking while working. He stated that people double park constantly in the area and cause dangerous traffic situations. He implored PTC to contact the Planning Commission on the matter.

*

Esther Oppenheimer, a Noriega Street resident since 1942, spoke concerning PTC's vision for the future. She asked what the Commission is going to do now about parking and what will be done 5 years from now. She stated that she is disabled and the only place she can park in the area is behind the pharmacy.

*

David Pilpel, transit and transporation advocate, commented that it is appropriate, timely and helpful for PTC to send a letter of concern to the Planning Commission on the Noriega matter. He noted that parking and traffic concerns are clearly within PTC's jurisdiction. He remarked that there is precedent for interdepartmental advice and cited the The Interdepartment Staff Committee on Traffic and Transporation and The Transporation Policy Group as examples of departments that interact with other departments giving advice on transit matters.

*

Wassil Rolovich, retired policeman and Noriega Street resident for thirty years, supplied the Commission with photographs of congested streets and doubled parked cars in the Noriega Street area. He stated that while serving as a policeman, his main function was traffic control and commented on the intensity of traffic in the area.

*

Jerry Mahoney, retired fireman and Sunset District resident for 55 years, noted his concern that fire trucks may not be able to access the area during an emergency because of the traffic congestion.

*

Deborah Stein, attorney representing Thrifty Corporation, stated that her reading of the Charter is that PTC does not have a general welfare clause authorizing it to become involved in any parking and traffic issue it chooses. She questioned if PTC is making a policy of getting involved in private permits which go through the Planning Department anytime a neighborhood wants to claim a right by issue of traffic. She commented that PTC is without authority and the Noriega matter far exceeds PTC's staff capacity.

Ms. Stein also commented on several of Mr. Gladstone's statements making the following observations:

- Thrifty does not advertise city-wide but targets it advertising to the neighbors it serves;
- Thrifty has met with merchants and supports metered parking;
- Thrifty, Jr. is used in high density urban neighborhoods that have heavy pedestrian access;
- Thrifty schedules vendors for one delivery a week and one delivery a day for outside vendors;
- There is no evidence that Thrifty stores have caused parking and traffic problems.

The Chairman inquired about the number of employees Thrifty, Jr. plans for the Noriega store. Ms. Stein responded that Thrifty will employee 25 individuals for which subsidized transit passes will be provided.

*

The Executive Director remarked that parking issues within San Francisco are clearly within PTC's purview and stated that it is not an unusual procedure for departments to practice interdepartmental cooperation. She noted that a study cannot be completed in time for the public hearing by the Planning Commission but suggested that an indepth analysis of the Noriega community's parking and traffic problems be completed aside from the issue of the Thrifty Store.

Commissioner Grosboll stated that in view of the testimony received both at this meeting and the last meeting of the Commission, he would favor writing a letter of concern to the Planning Commission. He recommended that the letter indicate that PTC presently does not have the planning staff to evaluate the parking and traffic issues but recognizes that the neighbors' concerns are valid.

Commissioner Chin concurred with Commissioner Grosboll regarding the matter being within PTC's purview and agreed with the recommendation to prepare and present a letter of concern to the Planning Commission. He suggested that the letter state that PTC has asked the Traffic Engineering Bureau to institute a study on meters, that PTC will look at the issue of enforcement in the area, and that the Planning Commission consider some sort of mitigation on the project proposal.

On motion of Commissioner Grosboll, seconded by Commissioner Chin, it was agreed that the Executive Director will write a letter to the Planning Commission on behalf of PTC expressing concern about parking and traffic in the Noriega area.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Chin.

**

Commissioner Grosboll was excused from the meeting at 3:30 p.m. Before leaving, he noted his support for the North Beach Park and Ride project.

Conclusion of the Director's Report

Members of the Commission questioned Norman Bray on his earlier report as follows:

Commissioner Chin inquired if icons were planned for Japantown. Mr. Bray responded that icons are planned for Chinatown, North Beach and Fisherman's Wharf only.

Commissioner Chin inquired about the new hours for towing. Mr. Bray responded that the new hours will be 3 p.m. to 6 p.m.

Commissioner Chin inquired about citing trucks for double parking. The Executive Director responded that the vehicle code stipulates that any vehicle which impedes traffic on a public way is towable. She noted that the new legislation calls for stringent fines for double parking.

Commissioner Melara asked if the Traffic Engineering Bureau is prepared for the eventuality of either the razing or repairing of the Embarcadero Freeway by CalTrans. Mr. Bray responded that his office is prepared for both eventualities.

*

The Executive Director concluded the Director's Report by describing plans for increased enforcement of tow zones and additional meters. She stated that she will be meeting with unions concerning additional shifts for towing enforcement. Also, 350 additional meter truck zones will be established. Public hearings will be held on the matter as well as meetings with the trucking industry, UPS and Federal Express and similar organizations.

On motion of Sonia Melara, seconded by Commission Quaranta, the Executive Director's Report was approved as presented.

VOTE: Ayes - Members Chin, Melara, Quaranta and Singh.
Excused - Member Grosboll.

The meeting recessed at 3:45 p.m. and reconvened at 3:53 p.m.

PUBLIC COMMENTS

There were no public comments.

NEW BUSINESS

Recommendation on the North Beach/Chinatown Park and Ride Shuttle Service

The Director of the Parking Authority described the pilot project for a North Beach/Chinatown Park and Ride Shuttle Service. He noted four parts to the proposal:

1. Free parking - the source will be Golden Gateway Garage.

2. Shuttle transportation - to transport people from the Golden Gateway Garage to Chinatown/North Beach area.

3. A validation system - to ensure (a) individuals are patronizing those businesses in target areas, (b) individuals are getting the free parking, and (3) the system is monitored and analyzed.

4. A marketing program.

Commissioner Chin inquired about the cost of the program. The Director of the Parking Authority responded that the cost will be approximately $150,000 for the six month pilot project.

*

The Executive Director described meetings with merchants in the Chinatown and North Beach area in which several issues were explored. Recommendations have been made for a multi-mode shuttle program that would function both during daytime and evening hours. The possibility of a motorized cable car for Thursday, Friday and Saturdays is also being explored.

*

Enid Lim, of Chinatown TRIP, addressed the Commission. She stated that Chinatown is committed to seeing the project work and will assist with marketing in any way possible.

Commissioner Melara inquired about the marketing campaign. Ms. Lim responded that the Chinese Press will be asked to participate along with the Chinese Resource Center, the Marin Independent Journal, the San Jose Mercury, the Oakland Tribune, the Convention Bureau, and various hotels and restaurants.

Commissioner Chin remarked that the quality of service could be monitored by issuing questionnaires during the shuttle ride.

*

Walter Pastore, a North Beach merchant and member of the North Beach Chamber of Commerce, thanked the Commission for help on the project. He stated that North Beach merchants are interested in a logo that will be immediately recognizable. This logo will be placed in windows of participating merchants and used as stickers on menus, etc. He stated that the North Beach merchants will work with PTC in any way possible to make the program work.

Commissioner Chin inquired about the anticipated starting date of the pilot program. The Executive Director stated that the starting date will be some time in July.

On motion of Commissioner Melara, seconded by Commissioner Quaranta, it was resolved to adopt the concept of the North Beach/Chinatown Park and Ride Shuttle Program and to amend the existing lease with the operator of the Golden Gateway Garage. The matter will be presented to the Board of Supervisors for final approval.

Commissioner Chin questioned the planned route of the shuttle and suggested that stops remain consistent during the week and weekend to avoid confusion. Commissioner Melara concurred with Commissioner Chin.

VOTE: Ayes - Members Chin, Melara, Quaranta and Singh.
Excused - Member Grosboll.

ADJOURNMENT

Thereupon the meeting was adjourned at 4:21 p.m.

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

The Chairman called the meeting to order at 4:22 p.m.

ROLL CALL

Roll Call indicated quorum present.

ADOPTION OF THE MINUTES

On motion of Commissioner Quaranta, seconded by Commissioner Chin, the minutes of the March 20, 1990 meeting of the Parking Authority were approved.

VOTE: Ayes - Members Chin, Melara, Quaranta and Singh
Excused - Commissioner Grosboll

Resolution No. 1138 - Designation of Applicant's Agent for Disaster Relief

The Director of the Parking Authority briefed the Commission on Resolution No. 1138 explaining that it is identical to approved Resolution No. 1132 with the exception of the including reference to obtaining State and Federal financial assistance under the Disaster Relief Act.

On motion of Commissioner Chin, seconded by Commissioner Quaranta, Resolution No. 1138 was approved as drafted.

VOTE: Ayes - Members Chin, Melara, Quaranta and Singh
Excused - Commissioner Grosboll

Approval of 1st, 2nd, 3rd Quarterly Financial Reports

The matter of the Quarterly Financial Reports will be heard at next meeting of the Commission.

ADJOURNMENT

Thereupon the meeting was adjourned at 4:27 p.m.

RECONVENE

EXECUTIVE SESSION

The City Attorney announced that the Commission would convened into Executive Session to discuss the Vallejo/Churchill property. Members of the public were excused from the meeting.

Respectfully submitted,

Rina Cutler

Rina Cutler
Executive Director

RJF/

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

NOTICE [AGENDA]

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

Tuesday, June 5, 1990
1:30p.m.

Room 282, City Hall
San Francisco, CA

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. Roll Call

2. Adoption of the Minutes

   Regular Meeting of the Parking and Traffic Commission held on May 15, 1990

3. Commissioners' Questions and Matters

4. City Attorney's Report

5. Director's Report

6. Public Comment

7. Adjournment

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

1. Roll Call

CONTINUED ON BACK OF PAGE

2. Adoption of the Minutes

Special Meetings of the Parking Authority held on May 15, 1990

3. Public Comment

4. New Business

a. Approval of 1st, 2nd, 3rd Quarterly Financial Reports
b. Resolution Approving the Contract with Laura Hogan for Design and Installation of Exterior Parking Signs for the Lombard Street Garage

5. Adjournment

RECONVENE

EXECUTIVE SESSION

Briefing by Deputy City Attorney Robert Maerz on the Mission/Bartlett Litigation, Barnes Construction vs. City and County of San Francisco

# PARKING AND TRAFFIC COMMISSION

June 5, 1990

The Minutes of this meeting are missing.

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PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

# NOTICE

## REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
## SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

Tuesday, June 19, 1990
1:30p.m.

Room 282, City Hall
San Francisco, CA

## AGENDA

## REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

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1. Roll Call

2. Adoption of the Minutes

   Regular Meeting of the Parking and Traffic Commission held on June 5, 1990

3. Commissioners' Questions and Matters

4. City Attorney's Report

5. Director's Report

6. Public Comment

7. New Business

   a. Transition Report
   b. Uniform Disciplinary Policy
   c. Residential Parking Program - Policy Change Relative to Parking Tickets

8. Adjournment

Continued on Back of Page

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

1. Roll Call

2. Adoption of the Minutes

   Special Meeting of the Parking Authority held on June 5, 1990

3. Public Comment

4. New Business

   a. Approval of Commercial Lease Between City and County of San Francisco and the San Francisco Convention and Visitor's Bureau of Space at Moscone Center Garage

5. Adjournment

RECONVENE

EXECUTIVE SESSION

Discussion Regarding Possible Litigation

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

190

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

ART AGNOS, Mayor

MEETING REPORT

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, June 19, 1990
1:30p.m.
Room 282, City Hall
San Francisco, California 94102

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PRESENT:

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Arnold Chin
Sonia Melara
Dick Grosboll

Staff: Phil Chin, Director, Parking Authority
Kevin M. Hagerty, Deputy Director, Parking Authority
Julian Hultgren, Deputy City Attorney

Guests: Harry Quinn, S.F. Department of Real Estate
Claudine Venegas, S.F. Department of Real Estate
Andrew Schwartz, Deputy City Attorney
Marie Tafoya, S.F. Parking Authority
Virginia Conway

EXCUSED:

Staff: Rina Cutler, Executive Director

The Chairman called the meeting to order at 1:41 p.m.

ROLL CALL

The roll call indicated quorum present. The Vice Chairman was excused from the beginning of the meeting.

ADOPTION OF MINUTES

On motion of Commissioner Chin, seconded by Commissioner Grosboll, the Minutes of the June 5, 1990 Regular Meeting of the Parking and Traffic Commission (PTC) were approved as drafted.

VOTE: Ayes - Members Chin, Grosboll, Melara and Singh.
Excused - Member Quaranta.

COMMISSIONERS' QUESTIONS AND MATTERS

The Commissioners had no questions or matters to discuss.

CITY ATTORNEY'S REPORT

The City Attorney announced the Executive Session of the Commission to be held following the Parking Authority (PA) Meeting. He noted that the meeting is being held to consider the initiation of litigation.

*

Commissioner Chin inquired about the rules governing executive sessions. He observed that it has been the Commission's practice to adjourn the Commission meetings prior to holding executive sessions. He suggested that it may be more appropriate to recess before and reconvene after deliberating executive sessions thereby allowing the public an opportunity to comment. The City Attorney concurred with the Commissioner's suggestion.

DIRECTOR'S REPORT

The Director of the Parking Authority substituted for the Executive Director who was attending the Board of Supervisors' Finance Committee hearing. In her absence the Parking Authority Director presented a brief Director's Report which focused on the July Neighborhood Commission Meeting that will be held on July 25, 1990 at the Douglas School located at 4235 19th Street.

*

Commissioner Quaranta entered the meeting at 1:45 p.m.

*

Commissioner Grosboll inquired about the status of the Boot Program. He asked for information concerning the start-up date of the program and requested clarification regarding the withdrawal of the item from the Department's budget request.

The Director of the Parking Authority reported that the Boot Program will begin on October, 1990 as originally planned. Regarding the withdrawal of the matter from the budget request, the Director noted that the Boot Program will begin in the 2nd Quarter of the fiscal year and, therefore, funds are not immediately needed. He stated that funds are needed in the 1st Quarter of the fiscal year for additional enforcement staff. This additional staff would increase revenue for the City through traffic citations thereby creating a source of funds for which supplemental appropriations for the Boot program could be requested.

*

Commissioner Grosboll inquired about the new Fisherman's Wharf, North Beach and Chinatown directional signs noting his interest in receiving comments and criticism from the public on the matter.

The Chairman of the Commission reported on comments made by Union Street and Marina merchants groups regarding the directional signs. Both groups have indicated an interest in directional signs for their districts. The Vice Chairman stated that the Marina merchants have also expressed an interest in a park and ride shuttle service for their area.

Commissioner Grosboll stated that there is clear justification for the Fisherman's Wharf, North Beach and Chinatown directional signs given the rerouting problems in those areas. He pointed out that the issues of the effectiveness of the signs and the issues of the requests from neighborhood merchants are separate matters and should be addressed separately. He recommended adding the item to the August agenda for report and feedback.

Commissioner Chin commented on the issue of the directional signs and closure of the Embarcadero Freeway. He stated the Commission needs to outreach other neighborhood districts to ensure they are given the same attention. Also, business organizations should be informed that the Commission is receptive to new ideas. Proposals should be submitted in writing or presented to the Commission during the public comments section of the Commission meetings. He noted that the idea for the park and ride program of the Chinatown/North Beach areas were first discussed approximately 10 to 15 years ago.

PUBLIC COMMENTS

Virginia Conway, a private citizen, suggested the Department patrol the areas where signs have been installed to ensure that they have been installed properly to avoid theft. She noted that a directional sign located at Larkin and Bush Streets is misleading.

NEW BUSINESS

Transition Report

At the Executive Director's request, the Transition Report will be heard at the next Commission meeting.

Uniform Disciplinary Policy

The Parking Authority Director briefed the Commission on the draft Uniform Disciplinary Policy. He stated that the Department is in need of clear rules and guidelines for employee behavior. He noted that, pending Commission approval, the policy will be reviewed by representatives of Civil Service, Labor Relations and the City Attorney's Office. If content is fine, meet and confer sessions of all of the Department's unions will begin.

The Vice Chairman requested that the disciplinary policy come back to the Commission for final approval.

Commissioner Melara asked if the document has to be approved by the Civil Service Commission. The Director replied that the Department's policy will comply with, not change, the Civil Service Rules and noted that the Department is authorized to develop its own set of disciplinary rules and regulations.

Commissioner Melara recommended that the Department institute an employee review process whereby the employee is evaluated and informed about performance on a regular basis.

Commissioner Chin suggested that staff prepare a proposal for performance and salary review. He suggested that individuals that are not performing as expected should be denied a salary increase and if performance continues below expected levels, disciplinary procedures should be instituted.

The Director stated that pay increases are based on salary surveys conducted by the Civil Service Commission and fixed by ordinance as required by the Charter; hence, the Department has no authority to adjust employee salary.

Commissioner Singh recommended inhouse rewards for excellent performance.

Commissioner Grosboll stated that he has been out of town and has not been able to review the document. He requested that item be placed on a future agenda for discussion before final adoption.

Commissioners Melara and Chin expressed an interest in establishing a conversation with the Civil Service Commission and other City Commissions regarding pay regulations.

The Commissioners commented on the draft Uniform Disciplinary Policy as follows:

Excessive Absenteeism (page 4, paragraph 2) - The paragraph is vague and needs to be restated.

Inattention to Duty (page 5, paragraph 6) - The paragraph is an incomplete thought and infers that staff should spy on each other and monitor the Commission.

Unethical Acts (page 5, paragraph 9) - The paragraph is unclear and the term "unethical acts" needs to be defined.

Standards of Disciplinary Action Chart, A.W.O.L. (#1) - Language should be changed from "Department will file for automatic resignation" to "employee is presumed to have resigned from Department."

Standards of Disciplinary Action Chart, Fighting (#3) - The language should be changed from "2-10 days suspension or hearing for dismissal" to "10 days suspension or hearing for dismissal." Also, "fighting" needs to be clearly defined.

Standards of Disciplinary Action Chart, Alchoholic Breath (#6) - Include as a part of the disciplinary action that preference would be for the employee to voluntarily enroll in an employee assistance program.

Commissioner Chin noted his position on the following: (1) alcoholism is a desease and needs to be treated as such; (2) various ranges in suspension periods may create the possibility of arbitrariness; and (3) the charts need to be annotated indicating that suspension days are working days and not calendar days.

On motion of Commissioner Melara, seconded by Commissioner Chin, the draft Uniform Disciplinary Procedure dated July, 1990 was approved.

The Commissioners expressed concern regarding the labor, management and policy issues surrounding the disciplinary procedure and suggested that the matter be brought back to the Commission for final approval after review by the appropriate offices.

The motion was amended by Commissioner Melara, seconded by Commissioner Chin, to indicate that the Uniform Disciplinary Procedure dated July, 1990 is an interim draft policy that will be brought back to the Commission for approval in final form pending review and approval by the necessary offices.

VOTE: AYES - Members Chin, Melara, Quaranta, Singh.
NOES - Member Grosboll.

Residential Parking Program - Policy Change Relative to Parking Tickets

The Director of the Parking Authority described the proposed policy changes regarding the Residential Parking Program whereby there will be a review of outstanding citations before a Residential Parking Permit is issued. He noted that the current practice of the Tax Collector's Office is not to review the status of an applicant's citations before issuing a permit. The new policy will require that citations are paid prior to the issuance of a permit.

*

Commissioner Chin asked if the policy includes renewals of Residential Parking Permits. The Director responded Yes.

Commissioner Grosboll inquired about the implementation date. The Director responded that, if approved, the policy would become effective pending the installation of a computer terminal for retrieval of information from Municipal Court. Also, meetings will have to be held with the Police Department regarding the matter.

On motion of Commissioner Quaranta, seconded by Commissioner Melara, the Residential Parking Program policy was adopted as recommened by staff.

VOTE: AYES - Members Chin, Grosboll, Melara, Quaranta and Singh.

ADJOURNMENT

Thereupon the meeting was adjourned at 2:59 p.m.

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

The Chairman called the meeting to order at 3:10 p.m.

ROLL CALL

The roll call indicated quorum present.

ADOPTION OF MINUTES

On motion of Commissioner Melara, seconded by Commissioner Quaranta, the Minutes of the June 5, 1990 meeting of the San Francisco Parking Authority were adopted as drafted.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Singh.

PUBLIC COMMENT

There were no public comments.

NEW BUSINESS

Resolution No. 1140 - Approval of Commercial Lease Between City and County of San Francisco and the San Francisco Convention and Visitor's Bureau of Space at Moscone Center Garage

Claudine Vanegaes, representative from the San Francisco Department of Real Estate (DRE), briefed the Commission on the matter. She explained that the Moscone Center Garage has eight commercial parcels -- two on Third Street and six on the north side pedestrian mall. Parcels 1 and 2, located on Third Street, were successfully bid upon and leases were awarded. However, there has been a lack of interest in bidding on the leases on the pedestrian mall. DRE, therefore, has requested from, and was granted permission by, the Board of Supervisors to negotiate directly with interested parties. As a result, two of the six pedestrian mall spaces have been leased to the San Francisco Convention and Visitors Bureau for parcels 3 and 4 at a rate of $1,050 per month. The premises are to be used for office space.

*

Commissioner Grosboll asked if the rental value of the property was reduced to facilitate the leasing of the property. Ms. Venegas stated No.

Commissioner Grosboll asked if there will be vacant spaces in the Garage following this transaction. Ms. Venegas replied No.

Commissioner Chin inquired if the rental value is below market rate. Ms. Venegas responded that the value is considered to be market rate.

On motion of Commissioner Grosboll, seconded by Commissioner Melara, Resolution No. 1140 was approved as drafted.

VOTE: Ayes - Commissioner Chin, Grosboll, Melara, Quaranta and Singh.

*

The meeting recessed at 3:20 p.m. for deliberation of an Executive Session. The Parking Authority meeting reconvened 3:45 p.m.

*

Acquisition of Vallejo Street Property for a City-owned Parking Lot

Harry Quinn, Assistant Director DRE, recommended placing the matter on a Commission agenda as soon as possible.

On motion of Commission Chin, seconded by Commissioner Grosboll, the item will be placed on the July 25 agenda of the Commission.

ADJOURNMENT

Thereupon the meeting was adjourned at 3:49 p.m.

Respectfully submitted,

Phil Chin
Director, San Francisco
Parking Authority

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

# NOTICE OF CANCELLATION OF PARKING AND TRAFFIC COMMISSION MEETING

The Regular Meeting of the Parking and Traffic Commission scheduled for July 3, 1990 has been cancelled. The next Regular Meeting of the Parking and Traffic Commission will be held on July 17, 1990. Notice of that meeting will be forthcoming.

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OF THE CITY AND COUNTY OF SAN FRANCISCO

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558-4675

ART AGNOS, Mayor

NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

Tuesday, July 17, 1990
1:30 p.m.

Room 282, City Hall
San Francisco, California

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. Roll Call

2. Adoption of the Minutes

   Regular Meeting of the Parking and Traffic Commission held on June 19, 1990

3. Commissioners' Questions and Matters

4. City Attorney's Report

5. Director's Report

6. Public Comment

7. New Business

   a. Resolution Recommending the Board of Supervisors' Approval of New Rates for the AMC Theatre at the Japan Center Garage

   b. Boot Program

8. Adjournment

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PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

# MEETING REPORT

## REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, July 17, 1990
1:30p.m.
Room 282, City Hall
San Francisco, California 94102

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PRESENT:

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Dick Grosboll

Staff: Rina Cutler, Executive Director
Tim Johnson, Bureau Chief
Kevin M. Hagerty, Deputy Director, Parking Authority
Eleanor Elrod, Deputy City Attorney
Renee Faison, Recording Secretary

Guests: Richard O. Guynn, Sutter-Stockton Garage
Russell W. Presting, S.E. Onorato Garages
Dick Dole, Ellis O'Farrell Garage
Norman Rolfe, S.F. Tommorrow
Virginia Conway, private citizen

EXCUSED:

Commissioners: Arnold Chin
Sonia Melara

The Chairman called the meeting to order at 1:40 p.m.

ROLL CALL

The roll call indicated quorum present. Deputy City Attorney Eleanor Elrod served as legal counsel to the Commission in Julian Hultgren's absence.

*

The Chairman welcomed Tim Johnson as the new Bureau Chief of the Department of Parking and Traffic.

ADOPTION OF MINUTES

On motion of Commissioner Grosboll, seconded by Commissioner Quaranta, the Minutes of the June 19, 1990 Regular Meeting of the Parking and Traffic Commission (PTC) were approved as drafted.

VOTE: Ayes - Members Grosboll, Quaranta and Singh.
Excused - Members Chin and Melara

COMMISSIONERS' QUESTIONS AND MATTERS

Commissioner Grosboll inquired about the International Hotel parking project. The Executive Director responded that there has been no new developments regarding the project.

CITY ATTORNEY'S REPORT

The City Attorney had nothing to report.

DIRECTOR'S REPORT

Budget Summary for Fiscal Year 1990/91

The Executive Director provided the Commission with a summary of the Department's budget estimates for Fiscal Year 1990/91 (Exhibit A). She explained that the current budget estimates result from the Board of Supervisors' Finance Committee budget consideration hearings and are pending approval by the full Board of Supervisors. She reported that the Department's present budget total is $24,899,784 and noted that the City budget must be approved by the Mayor prior to August 1, 1990.

*

Commissioner Grosboll inquired about the number of Department of Parking and Traffic (DPT) positions cut back by the Finance Committee. The Executive Director responded that the

Department requested a total of 94 new positions of which 23 were cut. She stated that all of the requested Parking Control Officer positions were approved; however, a few crucial positions were denied -- a public information officer, planners, an analyst, two accounting positions and sufficient clerical positions.

Noriega Street

The Executive Director reported that the meter study for Noriega Street is underway and a final report will be presented to the Commission some time in August.

Park & Ride

The Executive Director announced the events that will kick off the North Beach/Chinatown Park & Ride Program. The affair will be jointly hosted by the North Beach and Chinese Chambers of Commerce and is scheduled for July 20, 1990. The six-month pilot Park & Ride Program will provide validated free park and ride service from the Golden Gateway Garage to North Beach and Chinatown.

*

Commissioner Grosboll inquired about the responsibility for the program's publicity and noted his concern regarding the thoroughness of publicity. The Executive Director replied that the North Beach and Chinese Chambers of Commerce are conducting the program's publicity and assured the Commissioner that advertising and broadcasting will be exhaustive.

The Chairman of the Commission inquired about the cost of the program. The Executive Director replied that the program's cost is $150,000.

Transition Report

The Executive Director provided the members of the Commission with copies of the Department's Transition Report to the Commission (Exhibit B).

Market Street

The Executive Director reported on the preliminary work that has been conducted on the study of the banning of private passenger vehicles on Market Street. She suggested that Muni Transit may be better served by increased enforcement of double-parked vehicles and loading zones in the area rather

than the banning of private passenger vehicles. Jerry Robbins of the Department of City Planning will report on the matter to the Commission in August. Discussions with the members of the Transportation Policy Group, of which MUNI is a member, are underway.

PUBLIC COMMENTS

John Friedlander, member of the Board of Directors of the Cleary Street Condominium Association, addressed the Commission. His remarks included kudos for the new Department and the offering of his assistance in transit matters.

Virginia Conway, private citizen, inquired about the funds that pay for the Park & Ride Program. The Executive Director indicated that revenue from City garages is funding the pilot program.

*

Commissioner Grosboll inquired if complaints have been received regarding the North Beach, Fisherman's Wharf and Chinatown directional signs. The Executive Director responded that the Union Street and Union Square merchant associations have indicated an interest in the directional sign program. She stressed, however, that the existing signs were funded through earthquake relief funds and noted that the Union Street and Union Square areas are not eligible for those funds.

NEW BUSINESS

Resolution No. 31 - Recommending the Board of Supervisors' Approval of the New Rates for the AMC Theatre at the Japan Center Garage

The Assistant Director of the Parking Authority briefly described the Resolution. He explained that the Western Additional Parking Corporation entered into a three-year agreement with the American Multi Cinema, Inc. (AMC) in 1986 establishing special validated parking rates at the Japan Center and Fillmore Street Annex parking facilities for

theatre patrons. The agreement expired in December, 1989 and a new three-year agreement has been negotiated with new validation rates.

Richard Dole, attorney for the Western Addition Parking Corporation, addressed the Commission providing background on the original and new agreements between the Parking Corporation and AMC. He explained that the free parking-validation program is an attempt to discourage theatre patrons from parking in the surrounding residential neighborhoods. The original rate paid by the AMC to the Western Addition Parking Corporation, as stipulated in the 1986 agreement, was $1.05 for three hours of patron parking. The requested new rates are: $1.25 in 1990, $1.35 in 1991 and $1.45 in 1992. AMC will have the option to pass up to $1.00 of the parking charge to theatre patrons. In addition, AMC will have the right to terminate the agreement at any time with a 30-day notice.

*

Commissioner Grosboll made an observation concerning theatres that provide validated parking stating that those theatres charge more for tickets. He commented that patrons who ride public transit are, therefore, subsidizing the driving patrons. He suggested that businesses consider providing incentives that will encourage patrons to use transit. He noted that by giving parking validations, PTC may be indirectly encouraging driving and noted his interest in having this issued discussed at a later date.

Mr. Dole noted that validated parking is not subsidized by the raising of theatre prices because a theatre owners must pay a percentage of their gross sales to movie distributors. He acknowledged, however, that by providing validated parking, theatre owners can increase ticket sales.

*

Norman Rolfe of S.F. Tomorrow agreed with Commissioner Grosboll's statement regarding the need for businesses to offer incentives for public transit users. He stated that St. Louis theatre owners give tokens for return trips if a patron shows a transit transfer. Commissioner Grosboll noted that Hoogasian Flowers in San Francisco offers a discount on purchases if a Fast Pass is shown.

On motion of Commissioner Quaranta, seconded by Commissioner Grosboll, Resolution No. 1131 was approved as drafted.

VOTE: Ayes - Members Grosboll, Quaranta and Singh.
Excused - Members Chin and Melara

Boot/Amnesty Program

The Executive Director summarized past Commission actions on the Boot/Amnesty Program explaining that in February, 1990, the PTC voted for a pilot boot immobilization program to begin in October, 1990 and voted against a parking ticket amnesty program preferring to allow an amnesty period for the public to pay citations prior to implementation of the boot program. She informed the Commission that Supervisors Walker, Maher and Hsieh have contacted the Department requesting PTC's reconsidation of their position on the Amnesty portion of the Program.

The Executive Director recommended: (1) reviewing the Amnesty position as requested by the Supervisors; (2) changing of the Boot Program commencement date to January, 1991; (3) establishing a boot fee at $50.00; and (4) approval of budget submission for 6-month boot immobilization program. She explained that the administrative and operational issues facing the new Department necessitates a change in the Boot Program implementation date and reminded the Commission that a budget for the Boot Program was not submitted during the regular budget process.

*

The Chairman noted that two members of the Commission were absent and recommended that the matter be rescheduled for discussion at a Special Meeting of the Parking and Traffic Commission.

After discussion, it was agreed that a Special meeting of the Commission would be scheduled for Monday, July 23, 1990 at 9:30 a.m.

ADJOURNMENT

Thereupon the meeting was adjourned at 2:47 p.m.

Respectfully submitted,

Rina Cutler

Rina Cutler
Executive Director

DEPARTMENT OF PARKING AND TRAFFIC
BUDGET SUMMARY (ESTIMATE PRIOR TO PHASE D)
FISCAL YEAR 1990/91

| SUB OBJ | TITLE | TOTAL | ADMIN 02/071 353201/110 | PRKG AUTH 02/071 353243 | ENFORCE 01/001 353250 | ENGIN 02/092 353276 | SIGNS 02/092 353300 | SIGNALS 02/092 353292 | CURB 02/092 353318 | METER 02/071 353284 | RPP 01/001 353326 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 0010 | PERM SALARIES | 14,030,763 | 856,529 | 215,265 | 7,433,387 | 1,743,782 | 876,297 | 714,064 | 710,836 | 1,293,795 | 186,808 |
| 0100 | OVERTIME | 285,533 | | | 100,000 | 20,888 | 71,615 | 62,340 | 26,726 | 3,964 | |
| 0200 | TEMP SALARIES | 110,256 | | | | 110,256 | | | | | |
| 0400 | FEES & OTHER C | 7,250 | 7,250 | | | | | | | | |
| 0600 | MANDATORY FRINGE | 4,049,004 | 223,879 | 57,508 | 2,239,601 | 468,035 | 258,325 | 198,823 | 195,107 | 349,864 | 57,862 |
| 0920 | CITY OVERHEAD | 111,000 | 111,000 | | | | | | | | |
| 1020 | PROF SERVICES | 102,000 | 102,000 | | | | | | | | |
| 1060 | DP/WP EQUIP MAINT | 11,000 | 5,000 | | | 6,000 | | | | | |
| 1090 | CONTRACTUAL SERVICES | 629,587 | 141,687 | | 23,800 | 5,000 | 44,100 | 15,000 | | 400,000 | |
| 1110 | USE EMPLOYEE CARS | 2,500 | 2,500 | | | | | | | | |
| 1120 | TRAVEL | 15,000 | 10,000 | | 2,500 | 2,500 | | | | | |
| 1130 | TRAINING | 35,000 | 5,000 | | 25,000 | 5,000 | | | | | |
| 1150 | SEWER & SANITATION | 0 | | | | | | | | | |
| 1200 | OTHER SERVICES | 489,181 | 12,000 | | 400,000 | 6,500 | | | 30,000 | | 40,681 |
| 1230 | TELEPHONE | 45,100 | 15,000 | | 19,800 | 10,300 | | | | | |
| 1300 | MATERIALS/SUPPLIES | 841,391 | 4,000 | | 99,000 | 17,541 | 300,000 | 96,600 | 140,000 | 184,250 | |
| 1400 | FIXED CHARGES | 377,935 | 370,000 | | | 5,335 | 1,300 | | | 1,300 | |
| 1440 | MEMBERSHIP DUES | 500 | 500 | | | | | | | | |
| 1450 | JUDGEMENT/CLAIMS | 150,000 | 150,000 | | | | | | | | |
| 1460 | RENTAL OF PROPERTY | 225,000 | 125,000 | | | | 100,000 | | | | |
| 2200 | EQUIPMENT LEASE/PUR | 442,682 | 109,682 | | 240,000 | 93,000 | | | | | |
| 2310 | EQUIPMENT PURCHASE | 35,000 | 25,000 | | 10,000 | | | | | | |
| 3000 | POLICE | 60,120 | | | 60,120 | | | | | | |
| 3030 | REAL ESTATE | 191,000 | 191,000 | | | | | | | | |
| 3040 | MEDICAL SERVICES | 21,440 | | | 21,440 | | | | | | |
| 3090 | ELECTRICITY | 13,639 | | | | | | 3,819 | | 9,820 | |
| 3100 | CENTRAL SHOP - FUEL | 320,466 | | | 175,000 | | 100,753 | | 20,000 | 24,713 | |
| 3160 | CENTRAL SHOP - MAINT | 386,008 | | | 271,500 | 55,754 | 40,757 | | 8,000 | 9,997 | |
| 3180 | BUILDING REPAIR | 125,100 | 110,000 | | 9,000 | 6,100 | | | | | |
| 3200 | DPW - E | 26,000 | 26,000 | | | | | | | | |
| 3300 | LIGHT/HEAT/POWER | 807,175 | 75,000 | | | | | 732,175 | | | |
| 3350 | TOXICS WASTE | 1,419 | | | | | 473 | | | 946 | |
| 3400 | CONTROLLER DATA PROC | 22,632 | | | | 11,316 | | 11,316 | | | |
| 3500 | REPRODUCTION | 8,948 | 7,910 | | | 1,038 | | | | | |
| 3510 | CITY MAIL SERVICES | 4,000 | | | | 4,000 | | | | | |
| 3650 | CAO-INSURANCE | 3,500 | 3,500 | | | | | | | | |
| 3700 | WORKER'S COMP | 560,000 | 522,500 | | | | 37,500 | | | | |
| 3890 | MISC DEPARTMENT | 115,000 | | | | | | | | 115,000 | |
| 4200 | CITY ATTORNEY | 125,607 | 125,607 | | | | | | | | |
| 4400 | CONTROLLER EXT | 55,000 | 55,000 | | | | | | | | |
| 4590 | PURCHASING - G | 57,048 | | | | | 38,032 | | | 19,016 | |
| | | 24,899,784 | 3,392,544 | 272,773 | 11,130,148 | 2,572,345 | 1,869,152 | 1,834,137 | 1,130,669 | 2,412,665 | 285,351 |

DEPARTMENT OF PARKING AND TRAFFIC
BUDGET SUMMARY BY FUND
FISCAL YEAR 1990/91

| | PERSONNEL | OPERATING | TOTAL |
|---|---|---|---|
| ROAD FUND (02/092) | 5,457,094 | 1,949,209 | 7,406,303 |
| OFF STREET PKG (02/071) | 3,008,054 | 3,069,928 | 6,077,982 |
| GENERAL FUND (01/001) | 10,017,658 | 1,397,841 | 11,415,499 |
| TOTAL | 18,482,806 | 6,416,978 | 24,899.784 |

TRANSITION

Over 1/4 million vehicles enter the City of San Francisco daily. In 1989, over 2/3 of the City's 727,400 residents reported registered automobiles. It is estimated that there are 250,000 on-street parking spaces available citywide. Simple arithmetic indicates that there is not an adequate parking supply to accommodate the vehicles of the people that live within and commute to the City of San Francisco.

Competition for curb space is highlighted by the growing problems of double parking, overtime parking at metered locations and an increase in public safety violations, including blocking fire hydrants, handicap ramps, crosswalks and illegal sidewalk parking. Well designed parking regulations allow a city to meet the diverse needs of on- street parking, movement of goods, transit and emergency services through time sharing of available curb space. The most carefully tailored curb space regulations will not create their intended impact unless they are supported by consistent and fair enforcement to increase turnover and availability.

Parking and traffic have often been cited as among the most serious problems that affect the quality of life of San Franciscans. Preferential parking for residents, parking for neighborhood shopping, double parked trucks, intersection gridlock, untimed traffic signals and illegal parking continue to frustrate San Francisco residents. To compound this issue, the functions of parking and traffic have traditionally been distributed among several City agencies, creating uncoordinated planning and decentralized management of parking and traffic responsibilities. In the past, parking and traffic functions represented secondary duties for most of these agencies; prioritization has been an ongoing problem.

With the exception of the Parking Authority, no other City department focused on parking as it primary responsibility. For example, among them, the Police Department enforced parking regulations; the Department of Public Works painted curbs and installed signals, signs and parking meters. The tax collector issued residential parking stickers and the Parking Authority, the Recreation and Parks Department, the Port Commission and the Redevelopment Agency managed City parking lots and garages.

In November of 1988, the residents of San Francisco voted on Proposition D, an initiative to consolidate and centralize the management of all parking and traffic related tasks into one, new department. This legislation created a single responsibility center which will be responsive to citizens concerns and allow for central coordination of all parking and traffic related issues resulting in a more efficient use of resources.

Moreover, better enforcement will result in increased parking turnover and as a consequence, greater parking availability. This clear delineation of authority will provide a more efficient parking network with the ability to address parking and traffic issues with the importance and expertise that they deserve.

The Department of Parking and Traffic became effective on July 1, 1990. The following report will provide an overview of each of the five divisions, address initiatives for the first year and present departmental goals for the future.

The new Department of Parking and Traffic will be comprised of five divisions: Administration, Parking Authority, Enforcement, Traffic Engineering and Traffic Operations.

## ADMINISTRATION

ADMINISTRATION will oversee the operation of the Parking and Traffic Department and all of its divisions. It will also coordinate the business of the Parking and Traffic Commission. The Parking and Traffic Commission was established in 1989. The members are Darshan Singh, Chairman; Angelo Quaranta, Vice Chairman; Arnold Chin, Dick Grosboll and Sonia Melara. In addition, Administration will be responsible for several other aspects of the department including: Policy and Planning, Fiscal, Personnel and Payroll, Contract Management, Public Education, Community Affairs and Constituent Services.

## PARKING AUTHORITY

While THE PARKING AUTHORITY will become a division of the new department, its purpose will remain the same. Since its inception in 1949, the Parking Authority is charged with four responsibilities. They are: The development of new off-street parking facilities within the City and County of San Francisco and the management of existing off-street facilities that presently include 24 neighborhood metered areas, 6 attended garages and 3 attended surface parking areas.

In addition, the Parking Authority oversees the management of four city-owned garages operated by nonprofit corporations and advises the Mayor and the Board of Supervisors on all matters pertaining to off-street parking.

The Parking Authority will coordinate the implementation of Proposition F enabling the City of San Francisco and the Parking Authority to build parking lots or garages in areas identified in a 1987 neighborhood parking study. These areas include: Inner Richmond, Chinatown, North Beach/Broadway, Outer Clement, Upper Fillmore, Castro/Upper Market, 24th Street, Noe Valley and Polk Street/Van Ness Avenue. The Department of Parking and Traffic through the San Francisco Parking Authority will issue lease revenue bonds to buy the land and build the parking lots or garages. The Parking Authority will lease the lots and garages to the City. In turn, the City will make lease payments from the general fund which will be reimbursed by the Off-Street Parking fund.

## ENFORCEMENT

The Enforcement Division will be responsible for parking control, traffic control and oversight of the City's towing program. During the transition period, the towing program will be jointly administered by the Department of Parking and Traffic and the Traffic Administration division of the San Francisco Police Department. Specific areas of responsibilities will include: the directing of motor vehicles at intersections to ensure the smooth flow of traffic and the minimizing of congestion and gridlock on City streets; violation tows (the towing of vehicles that are parked in violation of established no parking regulations or double parked vehicles which seriously impede traffic flow); impoundment and vehicle disposition (seizure of vehicles for non-payment of parking tickets) and the removal of abandoned cars. Responsibility for parking enforcement, via the issuance of parking citations for the established Parking Rules and Regulations of the City of San Francisco will also be handled by this division. These established regulations include colored curb zones, residential permits and parking meters.

Two hundred and twenty-nine parking control officers transferred from the San Francisco Police Department to the Department of Parking and Traffic on July 1, 1990. An additional 37 have been requested in the FY 90-91 budget. These new positions will be a part of a new citywide deployment plan to address neighborhood and buisness concerns regarding inadequate enforcement. Parking enforcement alone cannot answer the continual challenge of managing the growing need for scarce public curb parking. Regular analysis of existing routes and zones with corresponding regulations combined with consistent enforcement are integral parts of the Enforcement Unit.

## TRAFFIC ENGINEERING

The division of Traffic Engineering is charged with improving traffic safety and traffic flow while maximizing effective use of street space. Its primary responsibilities are Traffic Management, Traffic Design and Traffic Planning.

Traffic Management's responsibilities include construction management, pavement marking, traffic flow improvement, traffic counts, claims litigation and regulations. Traffic Design includes determination, modification and replacement of signals, major intersection design, traffic routing and temporary street closings. Traffic Planning interacts with transportation agencies and groups to promote the long range transportation interests of San Francisco and its residents. It is also responsible for accident trend evaluation, transportation related capital planning, neighborhood traffic evaluation, roadway design, major intersection design, pedestrian and bicycle movement.

Traffic Operations is comprised of five sections. They are the Traffic Sign section, the Traffic Signal section, Parking Meter section, Curb Painting and the Residential Parking Program.

The Sign section is responsible for the installation and maintenance of the approximate 130,000 traffic signs within the City. The Signal section is charged with effectively maintaining traffic signals which currently include 980 signalized intersections and associated equipment on a twenty-four hour basis for the provision of safe and efficient traffic flow.

The Parking Meter section's responsibilities include the effective maintenance and repair of over 20,000 parking meters to maximize operational meters and revenue. This includes regularly scheduled inspections and field servicing. Collection and counting services are provided through contracted services.

The Curb Painting section is responsible for the painting of over 10,000 regulatory colored curb zones as well as lane markings. Colored regulatory zones include red zones - no parking; yellow zones - passenger, commercial, or freight loading only; white zones - time restricted loading or unloading passengers; green zones - 10 minute parking only; and blue zones - handicap parking only, among others.

The Residential Parking Program has been under the auspices of three City agencies. Conceived in 1977, the Residentia Parking Program serves twenty neighborhoods and is being considered for implementation in several others. Over 74,000 Residential Parking Permits have been issued throughout the City to date. An evaluaton of the Residential Parking Program will be conducted by the new Department of Parking and Traffic. Historically, the program has been cited for insufficient funds, lack of personnel and uncoordinated planning. Inadequate Enforcement is the major complaint voiced by the majority of residents. Statistics refelct that in major cities across the county, 10-15 % of parking ticket issuance is for residential parking violations. In San Francisco, the issuance figure for the same regulation is less than 5%. It is our intent to provide a permit parking program that serves the needs of the residents in the neighborhoods of San Francisco.

This will be accomplished by an evaluation of the criteria for obtaining a permit, a reassessment of the number of zones and permits issued per zone, a streamlining of the process for including new zones, recommendations on visitor parking, use of special placards and the ability to facilitate the renewal process to significanty improve public access.

Ultimately, a residential parking program should respond to the needs of neighborhood residents who have difficulty locating legal curbside parking. This is accomplished through a permit program that gives preference to persons who reside within the community. Combined with strict enforcement, the residential parking program will result in increased availability of on-street parking.

The last several months - have taught us that parking and traffic issues in this City are vast and extensive. While effective change will not occur within three months or one year, we feel confident that given the correct blend of expertise, commitment and resources, the new Department of Parking and Traffic will provide strong leadership in the City's parking and traffic future while becoming an effective and responsive City Department for all citizens of San Francisco.

The following highlights initiatives and priorities that will be implemented during the first year of operation for the new Department of Parking and Traffic. They are categorized into three areas: immediate, intermediate and ongoing.

IMMEDIATE:

* Affect a smooth transition for all effected 392 employees from their current departments to the Parking and Traffic Department.

* Complete beat and route analysis for redeployment to better meet the current parking and enforcement needs.

* Analyze and develop traffic mitigation strategies complete with rerouting, regulations and strict enforcement to address the closure of the Embarcadero Freeway in a proactive manner.

* Establish a Park and Ride Shuttle, a six month pilot program to offset merchant impact in Chinatown and North Beach following the closing of the Embarcadero Freeway.

* Analyze and restructure the Residential Parking Program.

INTERMEDIATE

* Complete survey and update of all parking and traffic zones.

* Upon completion of analysis, redeployment of parking control officers.

* Develop a revenue tracking and expenditure monitoring system.

* Develop administrative systems for contracts, accounting and purchasing.

* Planning will continue for the 5th/Mission, California/Steiner and the Ellis/O'Farrell parking facilities and construction of the Polk/Bush garage.

* Devise a formal mechanism to coordinate neighborhood concerns to ensure that a process exists for meeting the needs and concerns of all residents.

* Develop a strong public education campaign regarding parking and traffic regulations to ensure that the public is better informed of the purpose and benefits of parking regulations and enforcements.

* Implement a vehicle immobilization program effecting those vehicle owners who have more than ten (10) unpaid parking tickets.

ONGOING

* Evaluate current on street regulations to develop an effective system to better manage the availability of curb space.

* Develop a speakers' bureau comprised of parking and traffic administrators, engineers and parking control officers to interact with civic, merchant and residents groups to provide public presentations concerning new programming and initiatives.

* Continue to actively seek a facility to house all of the employees, equipment and operations for the Department of Parking and Traffic.

* Actively seek and acquire parking facility sites in neighborhood commercial districts as outlined in Proposition F.

Today, development pressures, increasing demands for short term parking, increasing traffic delays, concerns for transit movement and neighborhood quality of life issues present significant challenges to the City of San Francisco. The Department of Parking and Traffic will address these issues through a centralized, comprehensive planning process with unified priorities.

Through the five divisions of the department, we will seek to promote public safety, preserve the quality of life in the City's neighborhoods, promote the economic vitality of our commercial districts, be more responsive to constituent requests, maximize appropriate revenues, develop initiatives to promote the City's transit first policy and update and redefine the shared use of roadways to ensure a balance of demands for both traffic and parking needs.

Through this consolidation of central policy and management we will begin to actively address the traffic and parking problems facing San Francisco today. Innovative solutions combined with strong management will allow us to address these problems enabling San Francisco residents, commuters and visitors alike to travel to jobs, schools, stores, cultural and entertainment institutions and other destinations as safely, reliably and conveniently as possible.

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

NOTICE

SPECIAL MEETING OF PARKING AND TRAFFIC COMMISSION

Monday, July 23, 1990
9:30 a.m.

City Hall, Room 282
San Francisco, California

AGENDA

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1. Roll Call

2. Commissioners' Questions and Matters

3. Public Comment

4. Unfinished Business

   a. Boot and Amnesty Program

5. Adjournment

PARKING AND TRAFFIC COMMISSION

July 23, 1990

The Minutes of this meeting are missing.

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Government Information Center

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

# NOTICE

## SPECIAL MEETING OF THE PARKING AUTHORITY

## SPECIAL MEETING OF THE PARKING AND TRAFFIC COMMISSION

Wednesday, July 25, 1990
7 p.m.

Douglass School
4235 - 19th Street

## AGENDA

## SPECIAL MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. Roll Call

2. New Business

   a. Public comment and testimony on parking and traffic-related issues

3. Adjournment

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## RECONVENE

## SPECIAL MEETING OF THE PARKING AUTHORITY

## AGENDA

1. Roll Call

2. Adoption of Minutes

   Regular Meeting of the Parking Authority held on June 19, 1990

3. Public Comment

4. New Business

   a. Consideration of a resolution to schedule a Public Hearing for the purpose of considering adoption of a Resolution of Necessity to acquire through Eminent Domain Lot 23 and 25, Assessor Block 147

5. Adjournment

# PARKING AND TRAFFIC COMMISSION

July 25, 1990

The Minutes of this meeting are missing.

San Francisco Public Library
Government Information Center

PARKING AND TRAFFIC
COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

ART AGNOS, Mayor

25 VAN NESS AVENUE SUITE 410
SAN FRANCISCO, CALIFORNIA 94102
558-4675

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NOTICE

REGULAR MEETING OF PARKING AND TRAFFIC COMMISSION

Tuesday, August 7, 1990
1:30 p.m.

City Hall, Room 282
San Francisco, California

AGENDA

1. Roll Call

2. Adoption of the Minutes

   Parking and Traffic Commission Regular Meeting held on July 17, 1990 and Special Meeting held on July 25, 1990

3. Commissioners' Questions and Matters

4. City Attorney's Report

5. Director's Report

   a. Status Report on Meters for Noriega Street
   b. Status Report on Non-Commercial Vehicular Traffic on Market Street
   c. Status Report on Chinatown/Fisherman's Wharf/North Beach Directional Signs

6. Public Comment

7. Adjournment

(Continued on Back of Page)

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

1. Roll Call

2. Adoption of the Minutes

Special Meeting of the San Francisco Parking Authority held on July 25, 1990

3. Public Comment

4. New Business

a. Resolution Establishing Coupon Rates for Lombard Street Garage
b. Resolution Approving Negative Declaration for Polk/Bush Garage
c. Resolution Approving Negative Declaration for Vallejo/Churchill Property

5. Adjournment

OF THE CITY AND COUNTY OF SAN FRANCISCO

PARKING AND TRAFFIC COMMISSION

25 VAN NESS AVENUE, SUITE 880
SAN FRANCISCO, CALIFORNIA 94102
554-PARK

ART AGNOS, Mayor
RINA CUTLER, Executive Director

MEETING REPORT

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, August 7, 1990
1:30 p.m.
Room 282, City Hall
San Francisco, California 94102

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PRESENT:

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Dick Grosboll
Sonia Melara

Staff: Rina Cutler, Executive Director, Department of Parking and Traffic
Tim Johnson, Bureau Chief
Phil Chin, Director, San Francisco Parking Authority
Norman Bray, City Traffic Engineer
Kevin Hagerty, Assistant Director, San Francisco Parking Authority
Julian Hultgren, Deputy City Attorney
Renee Faison, Acting Commission Secretary

Guests: David Pilpel, Neighbors for Neighborhoods
Norman Rolfe, S.F. Tomorrow
Virginia Conway, S.F. Resident
Peter Strauss, MUNI
Jerry Robbins, Department of City Planning
Richard Guynn, Sutter-Stockton Garage
Don Whitaker, Five Star Parking

EXCUSED:

Commissioner: Arnold Chin

The Chairman called the meeting to order at 1:38 p.m.

ROLL CALL

Roll call indicated Quorum present.

ADOPTION OF THE MINUTES

On motion of Comissioner Grosboll, seconded by Commissioner Melara, the Minutes of the July 17, 1990 and the July 23, 1990 meetings of the Parking and Traffic Commission (PTC) were approved as drafted.

July 17, 1990 Meeting

VOTE: Ayes - Members Grosboll, Quaranta and Singh.
Abstain - Member Melara
Excused - Member Chin

July 23, 1990 Meeting

VOTE: Ayes - Members Grosboll, Melara, Quaranta and Singh.
Excused - Member Chin

COMMISSIONERS' QUESTIONS AND MATTERS

There were no questions or matters discussed.

CITY ATTORNEY'S REPORT

The City Attorney commented on the excellent performance of City Attorney Eleanor Elrod during the July 17 and 23, 1990 meetings of the Commission and expressed his appreciation for her substituting for him.

DIRECTOR'S REPORT

Status Report on Meters for Noriega Street

The Executive Director reported on the status of the research into the feasibility of locating parking meters between 30th and 33rd Avenues on Noriega Street. The Traffic Engineering Division has investigated the matter and has determined that the area is in need of parking meters. A public hearing on the matter will be held August 24, 1990 at 10 a.m. in Room 282 of City Hall.

*

Commissioner Grosboll inquired about the criteria used in determining a neighborhood's need for meters and the process

for determining meter rates. Norman Bray, City Traffic Engineer, responded that the need for meters is determined by the average parking occupancy of an area. If the average parking occupancy of an area is over 70 percent, the Traffic Engineering Division will recommend the installation of meters. The average parking occupancy of this area varied from 79 percent to 98.4 percent during nonpeak and peak parking hours.

Regarding the establishment of parking meter rates, Mr. Bray commented that the rates are prescribed in Board of Supervisors' legislation. The rate for the Noriega area will be $.30 per hour.

Commissioner Grosboll asked if areas adjacent to Noriega were explored as possible areas for meters. Mr. Bray replied that adjacent areas are primarily residential and therefore were not recommended for meters.

*

Commissioner Grosboll asked for information on the weekly Department of Public Works (DPW) hearings in which parking regulation issues are discussed. The Executive Director responded that hearings are requested by the public in writing and are held on Friday of each week at 10:00 a.m. The meetings are chaired by DPT's Bureau Chief, Tim Johnson. Following the public hearings, matters are heard by the appropriate Committee of the Board of Supervisors and finally placed on the Consent Calendar of the full Board. Presently, DPW is conducting the hearings but DPT plans to assume the responsibility in September.

*

David Pilpel addressed the Commission representing Neighbors for Neighborhoods, an organization opposed to locating the Thirfty Jr. Store on Noriega Street. He stated that he concurs with PTC decision to locate meters in the area and noted that the neighborhood and merchant groups are also in support of the decision. Mr. Pilpel also informed the Comission that the Planning Commission has disapproved the Thrifty's Jr. request to locate a store on Noriega Street.

Directional Signs

The Executive Director provided the Commission with an update on the public response regarding the Chinatown, North Beach and Fisherman's Wharf directional signs that have been

implemented as a part of the Embarcadero Mitigation Plan. She reported that public comment has been positive and no complaints have been lodged concerning the signage.

The Executive Director also described the progress of the Union Street and Union Square directional signs. She stated that the Director of the Parking Authority has met with the Union Street merchants and a design for that area is proceeding. A meeting is planned with the Union Square Merchants and the Executive Director on August 20. A status report on that meeting is forthcoming.

Market Street Study

The Executive Director introduced Jerry Robbins, of the Department of City Planning, and requested that he provide the Commission with a progress report on the Market Street Study.

Jerry Robbins described the two Market Street proposals and an ongoing research that is being conducted. The proposals are:(1) the prohibition of private vehicles on Market Street and (2) the issue of allowing Golden Gate Transit buses access to Market Street. The team of investigators conducting the research include Peter Strauss from MUNI, Gordon Chester from the DPT's Traffic Engineering, representatives from Golden Gate Transit and Mr. Robbins. The tasks before the team include assessing the benefits, impact and cost of each of the proposals.

The evaluation process of the private vehicle study has included assessing traffic count data, identifying the types of vehicles using Market Street, evaluating the turning patterns during various intervals of the day, clocking MUNI bus travel time, determining the cause of MUNI delays, and assessing parking conditions.

Mr. Robbins pointed out several preliminary findings of the team. It has been determined that:

- If Market Street is closed to general traffic, general traffic on Mission Street will increase. This could be detrimental to traffic and transit operations on Mission Street,
- One-half to two-thirds of traffic on Market Street now is private vechicles,
- Both Police Officer coverage and extensive signage will be necessary if private vehicles are prohibited from Market Street,
- Enforcement needs to be increased to reinforce the law and deter the numerous illegal parkers at curbs and in truck zones.

Regarding the Golden Gate Transit aspect of proposal, Mr. Robbins explained that a 1955 Ordinance prohibits inter-urban buses from operating on Market Street. Currently Golden Gate Transit riders traveling to Union Square must exit the bus five blocks away from their destination. Golden Gate Transit believes that the buses would be more visible operating on Market Street and patronage would, therefore, be increased.

Results of the Market Street study will be presented to the Transporation Policy Group at its next meeting, followed by a public hearing and recommendation to the PTC on the matter.

*

The Executive Director questioned the reason for prohibiting inter-urban buses on Market Street. The City Attorney responded that there was a proposed renewal project on Market Street in the past that would have banned all public transit from Market Street. He speculated that the 1955 Ordinance may be a forerunner renewal project.

Peter Strauss, Director of the Service Planning for MUNI, addressed the Commission seeking to clarify the 1955 ordinance. He stated tht the Golden Gate Transit proposal would be in keeping with the "transit first" policy of the City. He also noted that a balance is needed and suggested that a solution to the congestion may be to remove traffic that interfers with transit operations. He also noted his opinion that the 1955 Ordinance was passed because of the vehicular capacity of Market Street.

The Executive Director indicated that if the City is going to take a regional approach to public transit, the Golden Gate Transit routing needs to be addressed. San Francisco is one of the counties in the Golden Gate Transit cotchment area and appears to have an unfavorable route for their transit ridership.

Commissioner Melara raised the issue of possible impact of restricted traffic on Market Street businesses. She also commented that the program should include a thorough Public education. Mr. Robbins added that a good signage on alternate routes would also be very important.

The Executive Director described the problems surrounding transit delays on Market Street, stating that delays are caused by vehicles turning into pedestrian traffic and illegal parkers. She suggested that transit time may be improved by better traffic control at key intersections and

increased parking enforcement. The enforcement of a restriction banning private passenger vehicles appears to be cost prohibitive.

Norman Rolfe, S.F. Tommorrow, addressed the Commission. He agreed with Mr. Strauss that the 1955 Ordinance prohibiting inter-urban traffic was probably implemented to reduce the gridlock of traffic on Market Street. He also remarked that merchants equate the number of automobiles with the increase in business and noted that the two are not related.

David Pilpel spoke before the Commission. He stated that restricting auto access of Market Street should not have a major impact on business because the convenience of MUNI and BART in the area. He agreed that signage, enforcement and public education are key issues to the program.

Mr. Pilpel also noted his concern that the Transportation Policy Group (TPG) does not allow for public involvement. The Executive Director commented that TPG responds to recommendations made by transportation departments where the public process is allowed.

PUBLIC COMMENT

Virgina Conway addressed the Commission concerning tour buses on Post Street between Powell and Jones. She stated that on occasion there are as many as ten buses parked with motors running. She beseeched DPT to take action to prevent the noise and the pollution.

The Chairman asked if this matter would come under DPT jurisdiction. The Executive Director replied Yes and described the Regulation which allows tour buses to park for an extended period while loading and unloading passengers. She stated that she has instructed Parking Control Officers (PCOs) to warn and ticket tour buses that are in violation of the law. She also noted that Boston has legislation regarding ticketing buses for violation of environmental standards and parking/standing regulations. The Chairman requested a photocopy of the legislation.

*

David Pilpel inquired about the approval process for instituting parking and traffic changes. He asked if there is a document that outlines the process. The Executive Director responded that there is no document that outlines the process. She explained that staff responds to public requests and the matter is heard at DPW's Friday hearings as

well as through the Interdepartmental Staff Committee on Traffic and Transporation (ISCOTT).

*

Commissioner Grosboll requested information on the change in tow hours for which the Department had received criticism. The Executive Director explained that the tow hours were changed at the request of the Board of Supervisors as a part of the Traffic Mitigation Plan. The Board of Supervisors voted on the matter on June 25, 1990 and DPT assumed responsibility for implementation of the regulations on July 2, 1990.

Commissioner Grosboll expressed his regret that the Executive Director had received negative responses from the press on the matter.

ADJOURNMENT

Thereupon the meeting adjourned at 2:45 p.m.

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

The meeting was called to order at 2:58 p.m.

The roll call indicted Quorum present.

ADOPTION OF THE MINUTES

On motion of Commissioner Melara, seconded by Commissioner Grosboll, the Minutes of the July 23, 1990 were approved as drafted.

VOTE: Ayes - Members Grosboll, Melara, Quaranta and Singh.
Excused - Member Chin

PUBLIC COMMENTS

There were no public comments.

NEW BUSINESS

Resolution No. 1142 Establishing Coupon Rates for Lombard Street Garage

The Parking Authority Director described the Resolution. The six-month program will provide a $1.00 discount toward

parking charges incurred at the Lombard Street Garage. Union Street merchants are in the process of preparing a marketing brochure in which the coupon would be placed. Under the proposed discount program, 58 percent of the current garage patrons would qualify to use the coupons. Staff believes the program will encourage Garage use while shopping and dining in the area.

The Chairman asked if the item would need Board of Supervisors' approval. The Director replied Yes.

Commissioner Grosboll commented on the possible failure of the program and his fear that the coupon program will be ample incentive to increase patronage. The Director responded that staff considers the Union Street proposal to be a good marketing plan and stated staff's opinion that the program will increase patronage.

Commissioner Grosboll inquired if the Union Street brochure included information on public transit. The Director responded that the brochure has not been developed but that staff will suggest the inclusion of transit information in the brochure.

Commissioner Melara inquired about the target population for the marketing plan. The Director responded that the surrounding cities in the Bay Area will be the target of the marketing plan.

Commissioner Melara asked if this will be a directly-validated coupon plan. The Director replied Yes and stated that the coupon must be presented upon entering the Garage.

Commissioner Grosboll inquired if other merchant groups in the area could participate in the program. The City Attorney replied that the Resolution is not limited to Union Street.

*

Norman Rolfe, of S.F. Tomorrow, suggested that the merchant groups pay for the full cost of the program. He explained that the Garage was built at the request of the merchant groups and added that the Garage was not justified. He noted that City Planning Department had come to the same conclusion when the Garage was proposed. He remarked that the program is a good one but should not be instituted at a cost to the City.

David Pilpel stated that he is opposed to the program noting that the program would not be incentive for people to use transit.

Commissioner Grosboll agreed with Norman Rolfe and David Pilpel. He suggested changing the Resolution to add a condition that the Union Street Merchants include information within the brochure regarding MUNI and BART.

The Executive Director recommended leaving the Resolution as written and drafting a letter to the Union Street Merchants outlining the Commission's concern. Commissioner Grosboll concurred.

On motion of Commissioner Melara, seconded by Commissioner Grosboll, Resolution No. 1142 was approved as drafted.

VOTE: Ayes - Members Grosboll, Melara, Quaranta and Singh.
Excused - Member Chin.

Resolution No. 1143 Approving and Adopting Findings and Conclusions of the Negative Declaration issued by the City Planning Department on the Property Located on the Southeast Corner of Bush/Polk Streets (Block No. 669, Lot 12)

The Director of the Parking Authority briefed the Commission on Resolution No. 1143. He stated that in 1986 the Parking Authority (PA) and the Department of City Planning jointly sponsored a study to determine the City's commercial neighborhoods most in need of additional parking. The study determined the Polk/Van Ness Corridor has the 10th worse parking shortage in the City. The PA directed the Department of Real Estate (DRE) to locate property and negotiate for the development of that property into a public parking facility. A site was located on Polk/Bush and the City Planning Commission issued a Negative Declaration on the site on May 16, 1985. The approval of the Negative Declaration will be a formal gesture to concur with the City Planning Commission and allow for the continuance of the program.

Commissioner Grosboll indicated his reluctance in approving a five year old Negative Declaration noting the possibility of changes in the transportation patterns in the area during that period. He asked if the Planning Commission had addressed this issue. The Director responded that the Planning staff had prepared a memorandum dated July 12, 1990 stating that there has been no changes in the traffic patterns.

For discussion purposes, Commissioner Melara moved to approve Resolution 1143. Commissioner Grosboll seconded the motion.

David Pilpel expressed his concern about the process and suggested the re-assessement of the program. He stated that the Department of City Planning memorandum should have been included with the PTC Resolution for the public information and recommended the continuance of both Resolution Nos. 1143 and 1144 until the supporting information has been furnished.

Norman Rolfe also noted his concern about approving a five year old Negative Declaration. In addition, he stated that he has made a survey of the neighborhood and has concluded that there is a surplus of parking in the area. He reported that Department of City Planning prepared a report on the matter and is of the same opinion as Mr. Rolfe. He recommended that the project and the Negative Declaration be reconsidered.

Commissioner Grosboll requested that the City Attorney's Office review the law concerning primary justification over Negative Declarations and time limits.

Virginia Conway stated that she will attend the next City Planning Commission meeting to challenge the program.

VOTE: Ayes - Members Melara, Quaranta and Singh
Noes - Member Grosboll
Excused - Member Chin.

Resolution No. 1144 Approving and Adopting Findings and Conclusions of the Negative Declaration Issued by the Department of City Planning on the Property Located on the Southeast Corner of Vallejo Street and Churchill Alley (Block No. 147, Lots 23 and 25)

Commissioner Melara moved to approve the Resolution. Commissioner Quaranta seconded the motion.

Commissioner Grosboll noted that this Negative Declaration is dated July 1, 1988 and inquired if a memorandum has been issued to update the report. The Director responded No.

Commissioner Grosboll noted that the following statement found on Page 2 of the Negative Declaration is not a statement of the Parking Authority: "Upon completion of the new facility, the Parking Authority would recommend that the

City's existing Vallejo Street Garage across the street from the site be designated for use by the Central Police Station and by monthly parkers now using the North Beach Garage."

Commissioner Grosboll commented that he is unfamiliar with some of the language of the Negative Declaration and therefore feels uncomfortable approving the document.

VOTE: Ayes - Members Melara, Quaranta and Singh
Noes - Member Grosboll
Excused - Member Chin.

ADJOURNMENT

Thereupon the meeting was adjourned at 3:55 p.m.

Respectfully submitted,

Renee Faison
Acting Commission Secretary

**City and County of San Francisco** — **Parking and Traffic Commission**

ART AGNOS, Mayor

Members:

Darshan Singh
*Chairman*

Angelo Quaranta
*Vice Chairman*

Arnold Chin
Dick Grosboll
Sonia Melara

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Special

N O T I C E

SPECIAL CIVIC CENTER MEETING
OF THE
PARKING AND TRAFFIC COMMISSION

TUESDAY, AUGUST 21, 1990
1:30 P.M.

ROOM 282, CITY HALL
SAN FRANCISCO, CA

AGENDA

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1. ROLL CALL

2. DIRECTOR'S REPORT

   a. Introduction of Commission Members and Staff
   b. Overview of Department of Parking and Traffic
   c. Intent of Neighborhood Meeting

3. COMMISSIONERS' QUESTIONS AND MATTERS

4. PUBLIC COMMENT

   a. Testimony on Parking and Traffic Related Issues in the Civic Center Area

5. NEW BUSINESS

   a. Supplemental Budget Appropriation

6. ADJOURNMENT

(415) 558-4675 — 25 Van Ness Ave., Suite 410 — San Francisco CA 94102-4576

OF THE CITY AND COUNTY OF SAN FRANCISCO

**PARKING AND TRAFFIC COMMISSION**

25 VAN NESS AVENUE, SUITE 880
SAN FRANCISCO, CALIFORNIA 94102
554-PARK

**ART AGNOS, Mayor**
RINA CUTLER, Executive Director

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**MEETING REPORT**

**SPECIAL MEETING OF THE PARKING AND TRAFFIC COMMISSION**

Tuesday, August 21, 1990
1:30 p.m.
Room 282, City Hall
San Francisco, California 94102

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**PRESENT**:

Commissioners: Darshan Singh, Chairman
Arnold Chin
Dick Grosboll
Sonia Melara

Staff: Rina Cutler, Executive Director, Department of Parking and Traffic
Tim Johnson, Bureau Chief
Phil Chin, Director, San Francisco Parking Authority
Norman Bray, City Traffic Engineer
Kevin Hagerty, Assistant Director, San Francisco Parking Authority
Julian Hultgren, Deputy City Attorney
Renee Faison, Acting Commission Secretary

Guests: Helen M. Cummings, Civic Center Resident
Richard Guynn, Sutter-Stockton Garage
Donna Mooney, Independent Newspaper
R.W. Presting, S.E. Onorato Garages
Norman Rolfe, S.F. Tomorrow
Howard Strassner, Independent
Marie Ellecher, Civic Center Resident

**EXCUSED**:

Commissioner:

Angelo Quaranta, Vice Chairman

The Chairman called the meeting to order at 1:44 p.m.

ROLL CALL

Roll Call indicated Quorum present.

DIRECTOR'S REPORT

The Director's Report was delivered by both the Executive Director of the Department of Parking and Traffic (DPT) and the Director of the Parking Authority (PA). They welcomed the audience, gave an overview of the Department, described the series of neighborhood meeting that the Commission is conducting, and encouraged public testimony.

COMMISSIONERS' QUESTIONS AND MATTERS

Commissioner Melara and Commissioner Chin inquired about the Department's role in the preparation of contingency plans for a new or expanded parking structure located in the Civic Center area to be used primarily by patrons of the Library and the Asian Art Museum. The Executive Director replied that the Civic Center area was not included in Proposition F legislation. Therefore, a ballot measure would have to be approved by the voters of San Francisco before a new or expanded parking structure can be built. She noted that a task force has been assigned to look into the matter.

Commissioner Chin suggested the consideration of a pedestrian underground walkway to connect MUNI with the Civic Center area.

*

The Chairman requested that the staff look into signage needs at the Mission/Bartlett Garage.

PUBLIC COMMENT

Steve Collier, Attorney representing the West Block Tenants Assocation, addressed the Commission. The West Block Tenants Association is a neighborhood group of renters who live in apartment buildings located on Larkin, Golden Gate, Hyde and McAllister Streets. These apartment buildings are owned by Hastings College of Law. Mr. Collier reported that two of Hastings' residential hotels, located on Golden Gate Avenue, suffered severe damage during the October 1989 Earthquake and have been demolished. Hastings proposes to build a parking lot in place of the hotels and are proceeding by issuing an initial study and Negative Declaration as required under the

Environmental Quality Act. The residents living in hotels bordering the proposed lot are opposed to the project and are of the opinion that traffic will be greatly increased in the area.

In addition to building a new parking lot, Mr. Collier stated that Hastings is proposing to change Green Alley into a one-way street which will serve as an entrance to the new parking lot. The proposed exit of the parking lot will be on McAllister Street and traffic will cross a double yellow line when entering and exiting the lot.

Mr. Collier requested that the Commission: (1) oppose changing Green Alley into a city street and a one-way entrance to a parking lot; (2) investigate Hastings' authority to change directions of City streets and state the City's position in that regard; (3) oppose allowing the traffic to cross a double yellow line when entering and exiting the parking lot.

*

The Executive Director requested information on Hastings' authority to change a City street. Mr. Collier stated that Hastings takes the position that it is a State entity and, therefore, is not required to follow City procedures. He noted that Hastings has filed a law suit in Superior Court requesting a declaration to that effect.

Commissioner Grosboll asked Mr. Collier how he learned about the proposed project and if the matter has gone before the Planning Commission. Mr. Collier responded that he became aware of the proposal through the California Environmental Quality Act which requires public comments on environmental studies. He also stated that the Planning Commission discussed the matter at a public hearing held in May, 1990.

Commissioner Grosboll requested DPT staff investigation into the matter.

Commissioner Chin noted that a traffic survey is required on projects of this nature and inquired if a survey has been completed. Mr. Collier responded that a traffic survey was prepared by Hastings during the week after the Easter Holiday. He noted that schools were on vacation during that time and suggested that the survey was not a true representation of the traffic flow in the area. He indicated, however, that Hastings plans to revise the survey.

Commissioner Chin recommended that DPT request a copy of the relative files of the Court determination that Hastings is seeking regarding sovereignty over local ordinances, laws and regulations.

Commissioner Grosboll stated that he would prefer to research the status of the issue first; Commissioner Chin agreed. Commissioner Grosboll instructed the Executive Director to contact the City Attorney's Office on the matter.

*

Howard Strassner of the Coalition of San Francisco Neighborhood Transportation addressed the Commission. He stated that the Coalition is presently working on a significant parking position. The premise of the position is that each time a parking space is created, a demand for another parking place is created thereby encouraging people to drive.

Mr. Strassner made the following observations: discouraging the building or expansion of the Civic Center Garage will be in keeping with the City's "transit first" policy; a parking garage in the Civic Center area is not warranted since public transit is sufficient; if a large garage is built, eventually streets will have to be changed; streets are for moving goods and not for all-day parking; commuter parkers should be charged a fee; decreasing the number of vehicles will reduce air pollution.

Mr. Strassner recommended that the Commission institute a 25 percent tax on parking and raise the gasoline tax in the City by a penny.

*

Norman Rolfe, of S.F. Tomorrow, addressed the Commission on the following matters:

He urged strict treatment of illegal parkers, especially those individuals that block sidewalks.

He discussed the traffic problems in the Civic Center area and recommended the hiring of sworn Police Officers within DPT to aid in issuing tickets for moving violations.

He noted that delays on MUNI are caused by traffic problems and suggested the installation of signal timing, signal pre-emptions, exclusive lanes, and/or bus bulbs.

He stated that the new Library is located near many forms of public transportation and indicated that additional parking is not needed for the new Library and Museum. He noted that there is no special provision for parking at the Asian Art Museum in Golden Gate Park.

He commented that there was a series of articles that appeared in the Wall Street Journal and New York Times in the mid-1980s in which several experts predicted a severe oil shortage in the mid-1990s. He suggested that the Department start planning for that time.

He agreed with Mr. Strassner's comments concerning parking spaces encouraging individuals to drive and asked the Commission to take note that by cutting back on parking, there will be an increase of demand for public transportation.

*

Marie Ellecher, a Hastings building resident, addressed the Commission regarding the College of Law impact on the quality of life of those residents in buildings located adjacent to the proposed garage. She stated that the exhaust fumes will be a health hazard and noted her concern regarding the impact of many Hastings' actions.

The Chairman inquired about the location of Ms. Ellecher's apartment. Ms. Ellecher replied that she lives on Larkin Street. The proposed garage is located between Hyde and Larkin on McAllister.

The meeting recessed at 2:35 p.m. and reconvened at 2:45 p.m.

NEW BUSINESS

Supplemental Budget Appropriation

The Executive Director described the process by which Commission approval is required on Supplemental Appropriation Requests that are presented for Board of Supervisors' and Mayor's Office approval. She described three supplemental requests before the Commission which total $53,178 and explained that these requests are not for additional appropriations but for funds that are a portion of the salary savings for this year.

Resolution No. 90-32 , a Supplemental Request for $19,678 to fund the new Electrician Supervisor II in the Traffic Signal

Division. The previous Supervisor retired on July 1, 1990. That individual had accrued enough vacation time to remain on the payroll until mid-January. This request will allow the Department to assign someone to that position prior to January, 1991.

Commissioner Melara inquired about limits on accrued vacation time. The City Attorney replied that there is a limit on the amount of vacation time an employee can accrue, however, if vacation time was earned before the limit change was implemented, the limit can then be exceeded.

On motion of Commissioner Melara, seconded by Commission Chin, the Supplemental Appropriations Request for $19,678 for the immediate filling of an Electrician Supervisor II position in the Traffic Signal Division was approved.

VOTE: Ayes - Members Chin, Grosboll, Melara and Singh.
Excused - Member Quaranta.

*

Resolution No. 90-33, a Supplemental Appropriations Request in the amount $34,000 for the purpose of providing funds that would allow the DPT to work order the Department of Electricity for repair of PCO communication radios. No funds for this purpose were transferred from the Police Department into the new Department. The radios are needed for a variety of reasons but predominately for safety purposes.

On motion of Commissioner Grosboll, seconded by Commission Melara, the Supplemental Appropriations Request for $34,000 for a work order to the Department of Electricity to perform repair of Parking Control Officer radios was approved.

VOTE: Ayes - Members Chin, Grosboll, Melara and Singh.
Excused - Member Quaranta.

*

Resolution No. 90-34, a Supplemental Appropriation request to add funds to the Revolving Fund. The Parking Authority, prior to the merger with the new Department, had an existing Revolving Fund of $500. The new Department has found that the existing amount is not sufficient for its needs. An additional $9,500 increase is requested for a

total $10,000 Revolving Fund. The reimbursable fund will relieve the Purchaser and the Controller of having to process hundreds of small purchase orders and direct payment vouchers and will give the Department faster purchasing power.

On motion of Commissioner Grosboll, seconded by Commissioner Chin, the Supplemental Appropriations Request for $9,500.00 to supplement the Department's Revolving Fund was approved.

VOTE: Ayes - Members Chin, Grosboll, Melara and Singh.
Excused - Member Quaranta.

*

Comissioner Chin noted that a legislative amendment will be necessary to implement the new Revolving Fund and requested the City Attorney prepare the appropriate legislation. The City Attorney concurred.

On motion of Commissioner Chin, seconded by Commissioner Grosboll, prior approval was given for the new Revolving Fund legislation.

VOTE: Ayes - Members Chin, Grosboll, Melara and Singh.
Excused - Member Quaranta.

ADJOURNMENT

Thereupon the meeting was adjourned at 3:00 p.m.

Respectfully submitted,

Renee Faison

Renee Faison
Acting Commission Secretary

DEPARTMENT OF PARKING AND TRAFFIC OF THE CITY AND COUNTY OF SAN FRANCISCO

25 VAN NESS AVENUE, SUITE 880
SAN FRANCISCO, CALIFORNIA 94102
554-PARK

**ART AGNOS, Mayor**
RINA CUTLER, Executive Director

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**NOTICE**

**REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION**
**SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY**

Tuesday, September 4, 1990
1:30pm

Room 282, City Hall
San Francisco, California

**AGENDA**

**REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION**

1. ROLL CALL

2. ADOPTION OF THE MINUTES

   Special Meetings of the Parking and Traffic Commission held on July 25, 1990 and August 21, 1990
   Regular Meeting of the Parking and Traffic Commission held on August 7, 1990

3. COMMISSIONERS' QUESTIONS AND MATTERS

4. CITY ATTORNEY'S REPORT

5. DIRECTOR'S REPORT

6. PUBLIC COMMENT

7. NEW BUSINESS

   a. Resolution Approving Modification of Rates at Golden Gateway Garage
   b. Resolution Approving Funds for Sutter-Stockton Garage Architecture Renovation

8. ADJOURNMENT

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**RECONVENE**

**SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY**

1. ROLL CALL

2. ADOPTION OF THE MINUTES

   Special Meetings of the San Francisco Parking Authority held on July 25, 1990 and August 7, 1990
   Special Hearing of the San Francisco Parking Authority held on August 13, 1990

3. PUBLIC COMMENT

4. NEW BUSINESS

   a. Resolution Approving Contract for Lease and Operation of Lombard Street Garage

5. ADJOURNMENT

OF THE CITY AND COUNTY OF SAN FRANCISCO

PARKING AND TRAFFIC COMMISSION

25 VAN NESS AVENUE, SUITE 880
SAN FRANCISCO, CALIFORNIA 94102
554-PARK

ART AGNOS, Mayor
RINA CUTLER, Executive Director

MEETING REPORT

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, September 4, 1990
1:30 p.m.
Room 282, City Hall
San Francisco, California 94102

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PRESENT:

Commissioners: Darshan Singh, Chairman
Arnold Chin
Dick Grosboll
Sonia Melara

Staff: Rina Cutler, Executive Director, Department of Parking and Traffic
Tim Johnson, Bureau Chief
Kevin Hagerty, Assistant Director, San Francisco Parking Authority
Julian Hultgren, Deputy City Attorney
Renee Faison, Acting Commission Secretary

Guests: R.W. Presting, S.E. Onorato Garages
Tim Leonoudakis, City Park
John Friedlander, S.F. Resident
David Pilpel, Transit Advocate
Virginia Conway, S.F. Resident

EXCUSED:

Commissioner: Angelo Quaranta

The Chairman called the meeting to order at 1:35 p.m.

ROLL CALL

Roll call indicated Quorum present.

ADOPTION OF THE MINUTES

The Minutes of the Special Meetings of the Parking and Traffic Commission (PTC) held on July 25, 1990 and August 21, 1990 and the Regular Meetings of Parking and Traffic Commission held on August 7, 1990 have not been completed and will be placed on the agenda for consideration at the next meeting of the Commission.

COMMISSIONERS' QUESTIONS AND MATTERS

Regarding the Chinatown/North Beach Park and Ride service, Commissioner Grosboll asked (1) if the Department of Parking and Traffic (DPT) has received complaints on the program; (2) if the level of ridership had increased; and (3) if publicity plans have been made for the program. The Executive Director responded that there has been no complaints regarding the program. She reported that the program is going well with a significant increase in ridership on both Saturday and Sunday. She noted, however, that ridership is low on Thursday and Friday evenings but stress that efforts are underway that will remedy the situation. Those efforts include increasing the marketing campaign, providing advertising in local newspapers and on billboards, including inserts in the Sunday newspaper, and distributing information at toll booths.

A report to the Commission on the Park and Ride program is forthcoming.

CITY ATTORNEY'S REPORT

At the last meeting of the Commission, the members questioned the need for a pro forma approval of Negative Declarations (Neg Decs) by PTC. The City Attorney investigated the matter and reported that PTC review of Neg Decs is required but approvals are not necessary. He noted, however, that approval of Neg Decs would verify that the report has been reviewed. He quoted Administrative Code Section 31.24g which states that before any City department can approve a project, the department must certify that it had reviewed and considered the Negative Declaration.

The City Attorney also investigated the question of time limits on Neg Decs and reported that there are no expiration dates for Neg Decs. He cited a provision in the California Environmental Quality Act Guidelines which states that the Neg Decs must be reconsidered and reissued if there has been changes in circumstances that would cause a significant

environmental impact. He noted, however, that PTC is not the responsible body to investigate those changes.

PUBLIC COMMENT

Virginia Conway, San Francisco resident, addressed the Commission. She stated that she telephoned DPT's 554-PARK number and received an extensive listing of telephone numbers. She questioned if the system will be simplified. The Executive Director responded that the present system is a temporary telephone information listing. The permanent phone system is in the process of being installed and will be simplified.

*

Commissioner Grosboll inquired about the appropriate department to handle inquiries concerning vehicles blocking private driveways. The Executive Director stated that inquiries on those issues are presently handled by the Police Department. To assist in handling those inquiries, a Parking Control Officer (PCO) has been assigned on the day shift at each of the nine District Police Stations and on the evening shift of five District Stations. DPT is expected to assume the entire process once the needed staff has been hired.

*

John Friedlander, S.F. Resident, addressed the Commission regarding marketing the Park and Ride Program. He suggested utilizing the services of the City department stores and Pacific Telephone Company for disseminating information on the program.

Mr. Friedlander inquired about the Boot Program. The Executive Director responded that the Boot Program will be implemented in January and the project's public relations will be handled on a contract basis.

DIRECTOR'S REPORT

The Executive Director reported that the City and County of San Francisco and the DPT will be participating in the "Beat the Backup Day" Campaign that has been instituted to encourage people to use transit. She explained that the Campaign is scheduled to commence on Tuesday, September 18 and will include a week-long program of activities. The DPT and Parking Authority will assist with this program by handing out leaflets at City-owned-and-operated garages and on the Park and Ride shuttle service.

*

Commissioner Melara asked if the Beat the Backup Day is geared toward the Bay Aea commuter. The Executive Director answered Yes and explained that the project is a part of a California Rideshare Week and has the support and participation of most of the transportation agencies in the Bay Area.

Mr. Friedlander suggested the use of car cards on buses for the Beat the Back Up Program.

NEW BUSINESS

Resolution No. 90-35 - Recommending that the Board of Supervisors Approve Changes in Parking Rates at the Golden Gateway Garage

The Assistant Director of the Parking Authority briefed the Commission on the request for modification in the rates at the Golden Gateway Garage. He explained that transient volume and revenue at the Garage is down as a result of the October, 1989 Earthquake. The Executive Director explained the staff recommendation to reduce the parking rates for short-term parkers and increase the parking rates for monthly parkers.

*

The Chairman inquired about the present number of monthly parkers at the Golden Gateway Garage. The Assistant Director responded that there are presently 400 monthly parkers at the Garage and stated that increasing the rate to $20 a month will generate an additional $8,000 a month or $96,000 a year.

Commissioners Melara and Grosboll questioned Tim Leonoudakis, of City Park Company, concerning the Garage rates. Mr. Leonoudakis reported that presently the short-term parking rates at the Garage are higher than the rates of their major competitor, the Embarcadero Center Garage, where short-term rates were lowered after the Earthquake.

At the request of the Commission, Mr. Leonoudakis provided the following garage figures:

| Existing Golden Gateway Rate | | New Requested Rate | Embarcadero Ctr. Rate |
|---|---|---|---|
| 1 hour | $1.50 | $1.00 | $ 1.00 |
| 2 hours | 3.00 | 2.00 | 2.00 |
| 3 hours | 4.50 | 3.50 | 4.00 |
| 4 hours | 6.50 | 6.50 | not available |
| 5 hours | 9.00 | 9.50 | not available |
| 6 hours | 11.50 | 12.50 | not available |
| Monthly | 230.00 | 250.00 | 275.00 |

Commissioner Grosboll inquired about the rates for monthly parkers at various garages in the area. Mr. Leonoudakis responded that the monthly rate at 101 California is $260.00, at Kearny Street Garage it is $250 and at the Shell Building Garage the rate is $245.

Commissioner Grosboll recommended raising the monthly fee higher than $250 to be more in line with the market rate. Mr. Leonoudakis stated that $20 per month is a fair initial rate increase and suggested increasing the monthly rate again in six months to a year. Commissioner Grosboll agreed and requested the matter be placed on the PTC agenda in six months for review.

Commissioners Singh and Grosboll questioned if other garages in the area have experienced a similar drop in revenue as the Golden Gateway Garage. Mr. Leonoudakis responded Yes but explained that the Golden Gateway Garage was particularly impacted because the On and Off ramps of the Garage were a part of the Embarcadero Freeway.

On motion of Commissioner Melara, seconded by Commissioner Chin, Resolution No. 90-35 was approved as drafted.

VOTE : AYES - Members Chin, Grosboll, Melara and Singh.
EXCUSED - Member Quaranta.

Resolution Approving Funds for Sutter-Stockton Garage Architecture Renovation

The Executive Director reported that the matter has not been resolved by staff and requested its continuance.

Continuance was granted by the Commission.

ADJOURNMENT

Thereupon the meeting was adjourned at 2 p.m.

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

The meeting was called to order at 2:01 p.m.

ROLL CALL

Roll call indicated quorum present.

ADOPTION OF THE MINUTES

The Minutes of the Special Meetings of the San Francisco Parking Authority held on July 25, 1990 and August 7, 1990 and the Special Hearing of the San Francisco Parking Authority held on August 13, 1990 will be presented for approval at the next meeting of the Commission.

PUBLIC COMMENTS

David Pilpel informed the Commission that the Bay Area Air Quality Management District is reviewing a transporation control plan which has been submitted by the Metropolitan Transportation Commission (MTC) under the requirements of the State's Clear Air Act and related legislation. This action requires the MTC and the Air Quality Management District, in cooperation with the State's Air Resource Report, to reduce vehicle emissions by 25 tons per day of hydrocarbons in the next several years. Mr. Pilpel explained that there are various requirements for air quality improvements and stated that it is likely a reduction of parking will be an element of that plan. Mr. Pilpel beseeched the Commission to take this matter into consideration in the future and to look less favorably on increasing the supply of parking.

*

Commissioner Grosboll remarked that the City has an obligation to take some action in the matter. He requested that PTC include this matter as an agenda item at a later date.

NEW BUSINESS

Resolution No. 90-1146, Approving General Provisions of a Parking Operator Lease for the Lombard Street Garage

The Assistant Director of the PA provided the Commission with background on the Resolution. He stated that the PA built the Lombard Street Garage in 1986-87 and Five Star Parking Company successfully bid for the five-year operator lease on December 10, 1987. In July, 1990, Five Star exercised an option of their lease, thus allowing the operator to be released from lease obligations. The PA is now in the process of preparing a new lease document and inviting bids for a February 1, 1991 commencement date. The terms of the new lease will be for five years and rent will be the

monthly percentage of gross and monthly minimum payments of $5,000. This item will require final approval from the Board of Supervisors.

*

The Chairman of the Commission inquired about the reasons for the present operator's lease cancellation. The Assistant Director responded that Five Star has been losing money and have concluded that cancellation is necessary.

Commissioner Grosboll asked if the garage use has increased or decreased in the last 12 months. The Assistant Director replied that use has decreased in that time period.

On motion of Commissioner Grosboll, seconded by Commissioner Melara, Resolution No.90-1146 was approved as drafted.

VOTE: Ayes - Members Chin, Grosboll, Melara and Singh
Excused - Member Quaranta

ADJOURNMENT

Thereupon the meeting adjourned at 2:15 p.m.

Respectfully submitted,

Renee Faison

Renee Faison
Acting Commission Secretary

OF THE CITY AND COUNTY OF SAN FRANCISCO

**PARKING AND TRAFFIC COMMISSION**

25 VAN NESS AVENUE, SUITE 880
SAN FRANCISCO, CALIFORNIA 94102
554-PARK

**ART AGNOS, Mayor**
RINA CUTLER, Executive Director

NOTICE OF CANCELLATION OF MEETING

The Regular Meeting of the Parking and Traffic Commission scheduled for September 18, 1990 has been cancelled. The next Regular Meeting will be held on September 4, 1990. Notice of that meeting is forthcoming.

NOTICE

SPECIAL MID IRVING NEIGHBORHOOD MEETING
OF THE PARKING AND TRAFFIC COMMISSION

Wednesday, September 26, 1990
7:00 p.m.

Jefferson School Library
1725 Irving Street
San Francisco, California

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AGENDA

1. ROLL CALL

2. DIRECTOR'S REPORT

   a. Introduction of Commission Members and Staff
   b. Overview of Department of Parking and Traffic
   c. Intent of Neighborhood Meeting

3. COMMISSIONER'S QUESTIONS AND MATTERS

4. PUBLIC COMMENT

   a. Testimony on Parking and Traffic Related Issues in the Mid Irving Neighborhood Area

5. ADJOURNMENT

OF THE CITY AND COUNTY OF SAN FRANCISCO

**PARKING AND TRAFFIC COMMISSION**

25 VAN NESS AVENUE, SUITE 880
SAN FRANCISCO, CALIFORNIA 94102
554-PARK

**ART AGNOS, Mayor**
RINA CUTLER, Executive Director

MEETING REPORT

SPECIAL MID IRVING NEIGHBORHOOD MEETING OF THE
PARKING AND TRAFFIC COMMISSION

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Wednesday, September 26, 1990
7:00 p.m.
Jefferson School Library
1725 Irving Street
San Francisco, California

PRESENT:

Commissioners: Darshan Singh, Chairman
Arnold Chin
Dick Grosboll

Staff: Tim Johnson, Bureau Chief
Phil Chin, Director, Parking Authority
Norman Bray, City Traffic Engineer
Kevin Hagerty, Assistant Director, Parking Authority
Renee Faison, Acting Commission Secretary

Guests: Lucretia Anderson, Resident
Maria S. Morgan-Terry, Resident
Nancy McManus, Judah St. Property Owner
Carole and Jim Krotzer, Resident
Eugene Tomer, Resident
Robert Saltzman, S.F. State University
Dorothy Canavan, Resident
S. Torring, Resident
Irene Felder, Resident
Dorothy Ferreria, Resident
Bar Forrera, Resident
Freddy Wise, Resident
Claude Hafer, Resident
Norman Rolfe, S. F. Tomorrow
Florence Chan, S.F. SPEAK
C.H. Jensen, Resident
Bill Langlois, Resident and Police Officer
Sgt. Matt Krimsky, S.F. Police Department

EXCUSED: Commissioner Angelo Quaranta, Vice Chairman
Commissioner Sonia Melara

The Chairman called the meeting to order at 7:10 p.m.

ROLL CALL

The roll call indicated Quorum present.

DIRECTOR'S REPORT

The Executive Director was excused from the Commission Meeting in order to participate in the Budget Hearings held by the Finance Committee of the Board of Supervisors. The Director of the Parking Authority reported to the Commission in her stead.

The Director of the Parking Authority welcomed the audience and introduced the Commission members and staff. He briefly described the functions of the various divisions of the Department of Parking and Traffic (DPT) and urged the audience to address the Commission and staff on parking-related matters.

COMMISSIONERS' QUESTIONS AND MATTERS

Commissioner Grosboll also invited the audience to address the Commission on traffic-related issues for areas both inside and outside of the Sunset District.

PUBLIC COMMENT

Maria S. Morgan-Terry, a Mid-Irving resident, briefed the Commission members on the traffic problems in the Mid-Irving area. She described:

the heavy volume and constant congestion of traffic in the 19th Avenue corridor. She suggested four-way traffic signals at each intersection in the area as a possible solution.

the traffic problems on Park-Presidio. She recommended traffic lights synchronization for that corridor.

the need for crossing guards on streets surrounding Jefferson School. She beseeched the Commission to assist in making the area safe for children.

her dissatisfaction with the Police Department and Traffic Engineering Division in responding to requests for accident follow-up information. She stated that she has reported several accidents in the

Judah Street area but has had difficulty receiving follow-up information both from the Traffic Engineering Division and the Police Department's 911 telephone line.

The City Traffic Engineer addressed Ms. Morgan-Terry's concern regarding follow-up information on accidents. He stated that many accidents are not reported to the Police Department and Traffic Engineering Division, therefore, no information is available. Sgt. Matt Krimsky of the San Francisco Police Department added that follow-up information on the 911 police telephone line is provided to family members only.

Commissioner Grosboll requested the City Traffic Engineer investigate Ms. Morgan-Terry's concerns regarding 19th Avenue and Park-Presidio.

*

Eugene Tomer, Mid-Irving resident, appealed to the Commission to remedy the persistent illegal sidewalk parking problem in the Inner Sunset area. He stated that pedestrians have become victims of accidents because the sidewalks in the area are blocked by cars and people are forced to walk in the streets. He provided the Commission with several photographs of illegal sidewalk parkers throughout the area and noted the need for additional enforcement.

Commissioner Chin commented on the need for an expanded Enforcement Division, noting that enforcement can remedy many of the public's parking and traffic concerns. He stated that the Department of Parking and Traffic is discussing various changes in the manner in which parking and traffic is enforced and stressed the need for additional funds to increase the Enforcement staff. He urged the public to contact the Board of Supervisors to request the necessary budget that will enable the Department to provide additional enforcement.

*

Carole Krotzer, Mid-Irving resident, addressed the Commission on several parking and traffic matters. She reported on:

the persistent problem of sidewalk parkers in the area. She noted that she has counted as many as fifteen cars parked on the sidewalk in a one-block area between Lawton and Kirkham on 19th Avenue.

the need for a stop sign at 18th Avenue and Moraga Streets. She reported on the need for a stop sign on the North/South sides of the street.

the traffic problems resulting on 18th Avenue when congestion occurs on 19th Avenue. She noted intersections on 18th Avenue at Santiago, Judah and Irving Streets as particular problems and suggested the installation of stop signs or traffic lights and additional enforcement.

Jim Krotzer reported on the lack of enforcement in the area noting that double parkers are a particular problem.

*

F. Joseph Butler, Russian Hill Neighbors, addressed the Commission regarding proposed development at 1135-1139 Green Street, Maxwell Bugbee Cottages. Mr. Butler described the planned construction that involves the lifting, moving and replacement of the Bugbee Cottages and the development of four new dwelling units. He remarked that the construction would cause the severe traffic and parking problems on Green Street and noted the following:

up to 20 on-street parking spaces will be lost during the 12 to 18 months of construction;

heavy equipment and cranes will loom over Green Street;

blasting may be needed to remove the rock;

several dump trucks will be required to take trips down the steep incline of Green Street.

Mr. Butler stated that the project's potential danger and the anticipated disruption of the neighborhood far outweigh any possible benefit to the area. He requested a Commission vote on the matter and assistance in preventing the project from being undertaken. He also noted that the City Planning Commission will hear the matter on September 27, 1990.

The Director of the Parking Authority acknowledged the validity of Mr. Butler's concerns.

Commissioner Grosboll observed that short notice was given on the matter and stated that PTC received Mr. Butler's letter immediately prior to the commencement of the meeting. He informed Mr. Butler that a thorough review of the matter would be necessary prior to the Commission vote. Further, the Commissioner noted that the City Planning Commission, not PTC, has jurisdiction over the matter and remarked that PTC can only offer opinion to City Planning on the issue.

Commissioner Chin commented that the Commission would insist on hearing the opposing side before voting on the matter.

Mr. Butler thanked the Commission for their attention and remarks.

*

Nancy H. McManus, resident of Judah Street and member of the Judah Street Merchants and Property Owners Association, addressed the Commission concerning parking and traffic problems on Irving Street. She stated that sidewalk parking is a persistent problem and hazardous to pedestrians particularly in the area between 19th and 26th Avenues. She also described problems associated with commercial double parking.

Commissioner Grosboll observed that each neighborhood group in which PTC has met has requested additional enforcement. He encouraged the public to contact the Board of Superviors regarding the need for additional Parking Control Officers as well as Police Officers.

*

Florence Chan, resident, addressed the Commission regarding parking on 19th Avenue between Judah and Irving. She described the problematic parking and traffic situation of the mixed commercial/residential area. Her concerns include:

-lack of enforcement in the area;
-illegal parking in driveways;
-double parking of delivery services;
-lack of enforcement during street cleaning;
-congestion during rush hour;
-slow response to tagging and towing requests.

She also commented on the possible danger, should there be an electrical failure, of streetcars blocking Fire Department access to streets in the area.

*

Robert Saltzman, San Francisco State University, noted the need for additional enforcement in the City and urged the Commission to hire more Parking Control Officers.

Bar Forreria asked if it is illegal for motorcycles to park on sidewalks. Commissioner Grosboll replied "Yes" and stated that the same rule for cars applies to motorcycles.

Dorothy Canavan inquired if the Parking Control Officers could have for 24 hour shifts. The Director of the Parking Authority replied that the Department is researching the possibility.

Sgt. Krimsky inquired about the implementation date of the Boot. The Director of the Parking Authority replied that the Denver Boot will be implemented in January, 1991.

Dorothy Canavan noted the following areas as needing attention: 19th Avenue to Funston and 19th Avenue between Irving and Judah and between Irving and Lincoln.

ADJOURNMENT

Thereupon the meeting adjourned at 8:35 p.m.

Respectfully submitted,

Renee Faison
Acting Commission Secretary

**DEPARTMENT OF PARKING AND TRAFFIC OF THE CITY AND COUNTY OF SAN FRANCISCO**

25 VAN NESS AVENUE, SUITE 880
SAN FRANCISCO, CALIFORNIA 94102
554-PARK

**ART AGNOS, Mayor**
RINA CUTLER, Executive Director

NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

Tuesday, October 2, 1990
1:30 p.m.

Room 282, City Hall
San Francisco, California

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. ROLL CALL

2. ADOPTION OF THE MINUTES

Special Neighborhood Meeting of the Parking and Traffic Commission held on July 25, 1990
Regular Meeting of the Parking and Traffic Commission held on August 7, 1990
Special Neighborhood Meeting of the Parking and Traffic Commission held on August 21, 1990
Regular Meetng of the Parking and Traffic Commission held on September 4, 1990

3. COMMISSIONERS' QUESTIONS AND MATTERS

4. CITY ATTORNEY'S REPORT

5. DIRECTOR'S REPORT

6. PUBLIC COMMENT

The public may address the Parking and Traffic Commission on any matter within the jurisdiction of the Commission. This should not relate to any item on this Agenda since public comment will be taken as each Agenda item is discussed. The Chairman requests that each person addressing the Commission limit herself/himself to five minutes.

8. NEW BUSINESS

a. Approval of Expenditures for the Renovation of the Sutter Street and Stockton Street Pedestrian Malls at the Sutter-Stockton Garage

9. ADJOURNMENT

OF THE CITY AND COUNTY OF SAN FRANCISCO

**PARKING AND TRAFFIC COMMISSION**

25 VAN NESS AVENUE, SUITE 880
SAN FRANCISCO, CALIFORNIA 94102
554-PARK

**ART AGNOS, Mayor**
RINA CUTLER, Executive Director

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MEETING REPORT

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

Tuesday, October 2, 1990
1:30 p.m.
Room 282, City Hall
San Francisco, California

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PRESENT:

| | |
|---|---|
| Commissioners: | Darshan Singh, Chairman<br>Dick Grosboll<br>Sonia Melara |
| Staff: | Tim Johnson, Bureau Chief<br>Phil Chin, Director, Parking Authority<br>Norman Bray, City Traffic Engineer<br>Kevin Hagerty, Assistant Director, Parking Authority<br>Julian Hultgren, Deputy City Attorney<br>Renee Faison, Acting Commission Secretary |
| Guests: | Russell Presting, S.E. Onorato Garages<br>Virginia Conway |
| EXCUSED: | Commissioner Angelo Quaranta, Vice Chairman<br>Commissioner Arnold Chin<br>Rina Cutler, Executive Director |

The Chairman called the meeting to order at 1:39 p.m.

ROLL CALL

The roll call indicated Quorum present.

ADOPTION OF THE MINUTES

On motion of Commissioner Grosboll, seconded by Commission Melara, the following Minutes were approved as drafted:

Special Neighborhood Meeting of the Parking and Traffic Commission held on July 25, 1990
Regular Meeting of the Parking and Traffic Commission held on August 7, 1990
Special Neighborhood Meeting of the Parking and Traffic Commission held on August 21, 1990
Regular Meeting of the Parking and Traffic Commission held on September 4, 1990

The Commission Secretary noted a change on the third page of the August 21, 1990 Minutes correcting the misspelling of Breen Alley.

VOTE: Ayes - Members Grosboll, Melara, Singh.
Excused - Members Chin and Quaranta.

COMMISSIONERS' QUESTIONS AND MATTERS

Commissioner Melara requested the Director of the Parking Authority provide her with photocopies of all information received from the Mission House.

*

Member attendance for the forthcoming November 24 Neighborhood Commission Meeting was discussed. Because of conflicting schedules, it was decided to reschedule the meeting. The next Neighborhood Commission Meeting will be held on January 23, 1991. Decision to hold the November 20, 1990 Regular Meeting of the Parking and Traffic Commission will be discussed at the November 6 meeting of the Commission.

CITY ATTORNEY'S REPORT

The City Attorney had nothing to report.

DIRECTOR'S REPORT

The Bureau Chief expressed the Executive Director's regrets for not attending the meeting and explained that she was called out of state on an emergency.

PUBLIC COMMENTS

There were no public comments.

NEW BUSINESS

Approval of Expenditures for the Renovation of the Sutter Street and Stockton Street Pedestrian Malls at the Sutter-Stockton Garage

The item is pending further information from the architects and Garage representative; therefore, the Bureau Chief requested continuance of the matter. The members agreed.

ADJOURNMENT

Thereupon the meeting was adjourned at 1:50 p.m.

Respectfully submitted,

Renee Faison

Renee Faison
Acting Commission Secretary

OF THE CITY AND COUNTY OF SAN FRANCISCO

**PARKING AND TRAFFIC COMMISSION**

25 VAN NESS AVENUE, SUITE 880
SAN FRANCISCO, CALIFORNIA 94102
554-PARK

**ART AGNOS, Mayor**
RINA CUTLER, Executive Director

AGENDA

## NOTICE OF CANCELLATION OF MEETING

The Regular Meeting of the Parking and Traffic Commission scheduled for October 16, 1990 has been cancelled. The next Regular Meeting of the Commission will be held on October 2, 1990. Notice of that meeting is forthcoming.

## NOTICE

## SPECIAL UNION STREET AND MARINA DISTRICT NEIGHBORHOOD MEETING OF THE PARKING AND TRAFFIC COMMISSION

Wednesday, October 24, 1990
7:00 p.m.

Marina Middle School
3500 Fillmore Street
San Francisco, California

### AGENDA

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1. ROLL CALL

2. DIRECTOR'S REPORT

   a. Introduction of Commission Members and Staff
   b. Overview of Department of Parking and Traffic
   c. Intent of Neighborhood Meeting

3. COMMISSIONER'S QUESTIONS AND MATTERS

4. PUBLIC COMMENT

   a. Testimony on Parking and Traffic Related Issues in the Union Street and Marina District Neighborhood Area

5. ADJOURNMENT

# PARKING AND TRAFFIC COMMISSION

October 24, 1990

The Minutes of this meeting are missing.

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OF THE CITY AND COUNTY OF SAN FRANCISCO

**PARKING AND TRAFFIC COMMISSION**

25 VAN NESS AVENUE, SUITE 880
SAN FRANCISCO, CALIFORNIA 94102
554-PARK

**ART AGNOS, Mayor**
RINA CUTLER, Executive Director

NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

Tuesday, November 6, 1990
1:30 p.m.

Room 282, City Hall
San Francisco, California

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. ROLL CALL

2. ADOPTION OF THE MINUTES

   Special Neighborhood Meeting of the Parking and Traffic Commission held on September 26, 1990
   Regular Meeting of the Parking and Traffic Commission held on October 2, 1990

3. COMMISSIONERS' QUESTIONS AND MATTERS

4. CITY ATTORNEY'S REPORT

5. DIRECTOR'S REPORT

   a. San Francisco General Hospital
   b. Boot Program/Amnesty Update
   c. Park and Ride
   d. Lombard Street Garage

6. PUBLIC COMMENT

   The public may address the Parking and Traffic Commission on any matter within the jurisdiction of the Commission. This should not relate to any item on this agenda since public comment will be taken as each agenda item is discussed. The Chairman requests that each person addressing the Commission limit herself/himself to five minutes.

7. ADJOURNMENT

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See Back of Page

RECONVENE
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

1. ROLL CALL

2. ADOPTION OF MINUTES

Special Meetings of the San Francisco Parking Authority held on July 25, 1990 and August 7, 1990
Special Hearing of the San Francisco Parking Authority held on August 13, 1990

3. PUBLIC COMMENT

4. NEW BUSINESS

a. Resolution Approving Lease with General Rent-A-Car at Moscone Center Garage
b. Resolution Rejecting Bids Received on October 17, 1990 for the Construction of the Polk-Bush Garage and Authorizing the Parking Authority Staff to Re-Bid Work
c. Resolution Authorizing the City of San Francisco Ellis-O'Farrell Parking Corporation to Expend $565,000 to Hire an Architectural Firm to Perform Design Engineering Services for the Ellis-O'Farrell Garage Expansion
d. Resolution Authorizing the City of San Francisco Uptown Parking Corporation to Expend an Amount Not to Exceed $282,500 for the Renovation of the Stockton Street and Sutter Street Pedestrian Malls at the Sutter Stockton Garage

5. ADJOURNMENT

OF THE CITY AND COUNTY OF SAN FRANCISCO

**PARKING AND TRAFFIC COMMISSION**

25 VAN NESS AVENUE, SUITE 880
SAN FRANCISCO, CALIFORNIA 94102
554-PARK

**ART AGNOS, Mayor**
RINA CUTLER, Executive Director

AGENDA

NOTICE OF CANCELLATION OF MEETING

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

The Regular Meeting of the Parking and Traffic Commission and the Special Meeting of the San Francisco Parking Authority scheduled for November 6, 1990 has been cancelled. The next Regular Meeting of the Parking and Traffic Commission will be held on Tuesday, November 20, 1990. Notification of that meeting will be forthcoming.

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OF THE CITY AND COUNTY OF SAN FRANCISCO

**PARKING AND TRAFFIC COMMISSION**

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SAN FRANCISCO, CALIFORNIA 94102
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**ART AGNOS, Mayor**
RINA CUTLER, Executive Director

NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

Tuesday, November 20, 1990
1:30 p.m.

Room 282, City Hall
San Francisco, California

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. ROLL CALL

2. ADOPTION OF THE MINUTES

Special Mid Irving Neighborhood Meeting of the Parking and Traffic Commission held on September 26, 1990
Regular Meeting of the Parking and Traffic Commission held on October 2, 1990
Special Union Street and Marina District Neighborhood Meeting of the Parking and Traffic Commission held on October 24, 1990

3. COMMISSIONERS' QUESTIONS AND MATTERS

4. CITY ATTORNEY'S REPORT

5. DIRECTOR'S REPORT

a. San Francisco General Hospital
b. Boot Program/Amnesty Update
c. Park and Ride

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6. PUBLIC COMMENT

The public may address the Parking and Traffic Commission on any matter within the jurisdiction of the Commission. This should not relate to any item on this agenda since public comment will be taken as each agenda item is discussed. The Chairman requests that each person addressing the Commission limit herself/himself to five minutes.

7. ADJOURNMENT

RECONVENE
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

1. ROLL CALL

2. ADOPTION OF MINUTES

Special Meetings of the San Francisco Parking Authority held on July 25, 1990, August 7, 1990 and September 4, 1990
Special Hearing of the San Francisco Parking Authority held on August 13, 1990

3. PUBLIC COMMENT

4. NEW BUSINESS

a. Resolution Approving Lease with General Rent-A-Car at Moscone Center Garage
b. Resolution Rejecting Bids Received on October 17, 1990 for the Construction of the Polk-Bush Garage and Authorizing the Parking Authority Staff to Re-Bid Work
c. Resolution Authorizing the City of San Francisco Ellis-O'Farrell Parking Corporation to Expend $565,000 to Hire an Architectural Firm to Perform Design and Engineering Services for the Ellis-O'Farrell Garage Expansion
d. Resolution Authorizing the City of San Francisco Uptown Parking Corporation to Expend an Amount Not to Exceed $282,500 for the Renovation of the Stockton Street and Sutter Street Pedestrian Malls at the Sutter Stockton Garage
e. Resolution Authorizing Rate Change for Lombard Street Garage
f. Resolution Authorizing the Lessee to Sub-Lease and Approving Lease Amendment for St. Mary's Square Garage

5. ADJOURNMENT

OF THE CITY AND COUNTY OF SAN FRANCISCO

**PARKING AND TRAFFIC COMMISSION**

25 VAN NESS AVENUE, SUITE 880
SAN FRANCISCO, CALIFORNIA 94102
554-PARK

**ART AGNOS, Mayor**
RINA CUTLER, Executive Director

MEETING REPORT

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

Tuesday, November 20, 1990
1:30 p.m.
City Hall, Room 282
San Francisco, California

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PRESENT:

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Arnold Chin
Dick Grosboll

Staff: Rina Cutler, Executive Director, Department of Parking and Traffic
Phil Chin, Director, Parking Authority
Kevin Hagerty, Assistant Director, Parking Authority
Julian Hultgren, Deputy City Attorney
Renee Faison, Acting Commission Secretary

Guests: Jack Moore, P.L.A.N
Norman Rolfe, S.F. Tomorrow
Craig Coleman, Rondel Place Improvement Assoc.
Michael Music, Rondel Place Improvement Assoc.
Jeanne Lannin, Rondel Place Improvement Assoc.
Richard O. Guynn, Sutter-Stockton Garage
Lloyd Gardner, CCSF, Real Estate
Herman Zelles, Consultant
Stephen Cornell, Polk Street Merchants Association
Pat Darber, Polk Street Merchants Association
Dick Dole, Ellis-O'Farrell
David Pilpel, Transit Advocate
Enid Lim, Chinatown T.R.I.P.
Claudine Venegas, Department of Real Estate
Mohamed Haq, Echo West
Melvin K. Najarian, Attorney at Law

EXCUSED: Commissioner Sonia Melara

The Chairman called the meeting to order at 1:36 p.m.

ROLL CALL

The roll call indicated Quorum present.

ADOPTION OF MINUTES

On motion of Commissioner Chin, seconded by Commissioner Grosboll, the Minutes of the Special Mid Irving Neighborhood Meeting held on September 26, 1990 were approved as drafted.

VOTE: Ayes: Members Chin, Grosboll, Quaranta and Singh
Excused: Member Melara

On motion of Commissioner Grosboll, seconded by Commissioner Singh, the Minutes of the Regular Meeting of the Parking and Traffic Commission (PTC) held on October 2, 1990 were approved as drafted.

VOTE: Ayes: Members Grosboll and Singh
Abstain: Members Chin and Quaranta
Excused: Member Melara.

On motion of Commissioner Quaranta, seconded by Commissioner Chin, the Minutes of the Special Union Street and Marina District Meeting held on October 2, 1990 were approved with the following amendments suggested by Commissioner Grosboll:

Page 3, first paragraph, second sentence should be changed to read: "He apologized for the delay in the installation of the Lombard Street Garage signs and noted that he was not optimistic that the Garage will ever be fully utilized."

Page 3, fourth paragraph, last sentence should be changed to: "Ms. Leonhardt replied that she was unaware of any incentives offered by merchants in the area."

VOTE: Ayes: Members Chin, Grosboll, Quaranta and Singh
Excused: Member Melara

COMMISSIONERS' QUESTIONS AND MATTERS

The members had no questions or matters to discuss. Commissioner Grosboll stated that many issues for which he had questions would be covered during the Director's Report and requested the opportunity to question staff thereafter. The Chairman agreed.

CITY ATTORNEY'S REPORT

The City Attorney had nothing to report.

DIRECTOR'S REPORT

The Executive Director reported to the Commission as follows:

Downtown Holiday Season Transportation Congestion Plan
In an effort to improve access to Downtown San Francisco and control traffic and parking efficiently during the Holiday Season, transportation improvements have been enacted as explained in Exhibit A.

DPT Staffing Update
There are 33 Parking Control Officer (PCO) positions vacant. Approximately 15 PCOs are hired monthly followed by a four week training period. The Department of Parking and Traffic (DPT) expects full enforcement capacity by February, 1991.

Recently hired employees include a Personnel Officer, a Transportation Planner and a Senior Administrative Analyst. Present administrative vacancies include an Analyst, an Administrative Services Director, several engineering positions, an Enforcement Director and a Boot and Tow Supervisor.

Commission Meeting Dates
The December 4, 1990, December 18, 1990 and January 15, 1991 Regular Meetings of the PTC will be held as scheduled. The January 1, 1991 Regular PTC Meeting has been cancelled and the January 23, 1991 Polk/Van Ness Neighborhood Meeting has been rescheduled for February 27, 1991.

*

Regarding staffing for the Department, Commissioner Chin inquired about the hiring of additional Planners for the Department. The Executive Director replied that the Department will seek additional Planners in next year's Budget request.

Regarding the number of PCOs expected on staff in February, 1991, Commissioner Chin asked if the number of PCOs will be sufficient to address the concerns of the citizens regarding residential parking violations. The Executive Director responded that the additional PCOs will greatly assist the Department toward its enforcement goals. She noted, however,

that the Department will still be understaffed and will find it difficult to address all of the citizen's concerns. She explained that new zones are continuing to be implemented by the Board of Supervisors and expansion of existing zones is continuing.

Commissioner Chin, with Commissioners Singh and Quaranta's concurrence, indicated his philosophical difference with the manner in which Residential Parking Programs are being implemented in the City. He explained that the Board of Supervisors vote to establish both new and expanded preferential parking zones; however, PTC is required to enforce the program. The Commissioner stated that the Commission should be given the authority to act in those areas which are clearly within their jurisdiction. He recommended the writing of a policy letter to be addressed to the Board of Supervisor indicating that the Commission would like the Residential Parking Program decisions relegated to PTC.

Commissioner Grosboll agreed that the current system is awkward, but noted that he would prefer to be briefed on the matter before a policy decision is made. He requested that the matter come before the Commission in January.

The Executive Director stated that it may be appropriate to prepare a policy statement for the Board of Supervisors during the upcoming budget process.

*

San Francisco General Hospital Parking Facility

The Executive Director reported on the issue of a parking facility for the San Francisco General Hospital. She explained that there is a new psychiatric facility planned by the Hospital and concern has been raised that the traffic impacts on the neighborhood will become far more severe. The Department has been asked by the Mayor's Office to address the issue. A recommendation will be presented to the Commission in January. Prior to that time, staff will research several issues including the relocation of MUNI which presently occupies the site. A supplemental request for toxic cleanup and an envirnomental review is being prepared.

*

Amnesty and Boot Programs

The Executive Director reported on the Amnesty Program which is being conducted by Muncipal Court at the request of the

Board of Supervisors. The Program is in effect during the month of November, 1990. Muncipal Court has indicated that the program has not been heavily utilized to date. A report will be provided to the Commission upon completion of the program.

The Boot Program bids will open November 21, 1990. The program is scheduled for implementation in January, 1991. The Department is working closely with Muncipal Court to set up the operational component of the program. Civil Service has begun the process of reviewing job specifications for 9 Booters and the project Supervisor. The boot equipment and staff will be located at the Hall of Justice.

*

Commissioner Chin inquired about the Department's success in finding a centralized location to house DPT. The Executive Director reported that the Department is continuing to seek centralized housing for the Department, but has not located a reasonably priced site thus far.

*

Interim Report on the Park and Ride Program
The Executive Director presented the Commission with a report on the Chinatown/North Beach Park and Ride Program (Exhibit B). She stated that the issue of continuation funding has arisen and the item will return to the Commission for a vote.

*

Commissioner Grosboll inquired about the issue of parking exemption for various Health Department staff. The Executive Director explained that the issue of parking exemption for Health Department staff was not brought to the Board of Supervisors and discussions were on-going with Local 790 on a pilot adminstrative program. The Director noted her opposition to parking exemptions and stated that parking should not be a negotiated matter for City departments.

*

Commissioner Grosboll requested a staff response in December on the following items that have been raised at various past Commission meetings:

The Traffic Engineering study regarding the programming of traffic signals on Marina Boulevard.

The synchronization of the Lombard Street traffic signals.

A status report on the investigation into 19th/Judah and Park Presidio issues as discussed at the Sunset meeting.

An update on the requested meters for Noriega Street.

An update on the simplification of the Department's telephone system.

An update on the transfer to DPT of hearings formerly held by the Department of Public Works related to regulations.

Assistance in changing of the 6:00 a.m. street cleaning around Duboce Hospital as discussed at the Noe Valley meeting.

Status on the revision of the Lombard Street Merchants brochure that will include reference to public transit.

Status of the Market Street Study.

An update on the timeline of the bid process of the Lombard Street Garage lease.

The Executive Director reported that Traffic Engineering study of traffic signs on Marina Boulevard will begin shortly; meters have been approved by the Board of Supervisors for Noriega Street; the Department phone system is still being worked on; Dick Evans' office will be contacted regarding the Duboce Hospital street cleaning; the Market Street Study preliminary draft is completed and will be presented to the Commission in December; and the Lombard Street Garage lease bides are due on December 11. The Director will report back to the Commission on each matter in December.

The Chairman asked for a decription of the bid process for the Garage. The Deputy Director of the Parking Authority replied that the prospective bidders submit pre-bid qualifications to the Department no later than November 27 at 5 p.m. The minimum requirements of the Department include experience operating a facility of 150 spaces and grossing a

minimum of $5,000 a month. If the minimum qualifications are met, the final bid process will proceed with the submission of bids due to the Department no later than December 11.

PUBLIC COMMENT

Enid Lim, of Chinatown TRIP, addressed the Commission regarding the Chinatown/North Beach Park & Ride Program. She reported that over the past three months, three-fourths of the ridership engendered by the Program has emanated from Chinatown. Ms. Lim stated that a portion of Chinatown that would receive a large ridership is not being utilized. The southern portion of Chinatown has many churches that cater to residents outside of the area; however, people do not use the Park & Ride Program because of the proximinty of the drop-off point. Ms. Lim suggested eliminating the Washington Square stop and changing the route to extend from Sacramento Street, to California Street, to Powell Street and loop around to Vallejo Street. She explained that the new route would not compete with the MUNI service or the Stockton Street traffic. Ms. Lim also noted that the cable cars being utilized are very expensive and recommended their discontinuance.

Ms. Lim stressed that Chinatown and North Beach are privileged to be the first areas to have the program. She stated that TRIP members would like the service to be continued and suggested that more participation by the merchants, Chambers of Commerces and organizations in the neighborhoods would increase ridership.

*

The Chairman and Commissioner Grosboll inquired about the elimination of the Washington Square route. They asked if this would exclude a large portion of the North Beach service. Ms. Lim responded that the majority of the North Beach restaurants are located south of Washington Square. She explained that a Vallejo Street stop would service those areas and noted that presently there is a stop on Green Street located one block away from Washington Square.

Commissioner Grosboll inquired if, in Ms. Lim's opinion, marketing of the program was sufficient. Ms. Lim responded that Chinatown generated an extensive amount of press; however, the Chinatown press reaches most of the Chinese reading public throughout the Bay Area. Rearding English speaking press, Ms. Lim was not aware of the comprehensiveness of the advertisement.

Commissioner Quaranta suggested having a representative from North Beach address the Commission before a decision is made on changing the routes.

The Director of the Parking Authority stated that the concerns regarding the southern portion of Chinatown are legitimate. He suggested, however, shortening the loop rather than discontinuing service at Washington Square.

Commissioner Grosboll remarked that additional marketing is needed in the North Beach area. He stated that 51 busineses in North Beach are authorized to validate; however, only 28 businesses have participated. He noted that the southern portion of Chinatown was not a part of the original plan, but stated that he would support the concept of service in that area if statistics indicate a need.

Commissioner Grosboll inquired about the source of funding for extending the program. The Executive Director replied that the funds would have to be sought as a Supplemental Appropriation from the Off-Street Fund. She stated that additional funds would also need to be requested for marketing and the staff would require a memorandum of understanding between the Department and merchants regarding marketing.

Commissioner Grosboll remarked that, in his opinion, six months is not a sufficient amount of time to judge the Park & Ride Program. He noted that the program has had enormous interest from outside neighborhoods and stated his support for continuing the Program.

Commissioner Chin concurred with Commissioner Grosboll. He stated that the elimination of the cable cars might add the necessary funding for the extension of the program. He asked staff to look into the matter. He spoke of the advantages of chambers of commerces and government entities working in concert with each other. He noted that the program took 12 years to reach fruition and expressed his approval of the program. He suggested that in the future, a non-profit entity in the Chinatown or North Beach assume this function.

The Chairman inquired about the cost of the cable car buses versus the shuttle buses. The Director of the Parking Authority responded that the cable cars cost $70.00 per hour whereas the shuttle buses cost $37.00 per hour. The Chairman added that cable cars will not be practical during rainy days.

*

Michael Music, Rondel Place Improvement Association, spoke to the Commission regarding the 16th and Hoff Parking Garage (located between Hoff and Rondel on 16th Street). The Garage is adjacent to and partly underneath a semi-subsidized housing project managed by the Mission Housing Development Corporation. Mr. Music reported that the Garage was opened in 1986 and has received complaints against it from residents in the area since 1987. He described the Garage as severely undesirable and explained situations of people sleeping in abandoned vehicles, having sex, doing drugs and fighting in the Garage. He stated that residents, including children, in the area are exposed to this daily. He also noted that PCOs and the cleaning crews are afraid to go into the Garage because of harassment by undesireable people who loiter in the Garage.

Mr. Music stated that a list of the following demands came out of a recent meeting between the Rondel Place Improvement Association representatives and the 16th Street Merchants Association:

assignment of a security guard to be on duty from 6:30 p.m. to 2:30 p.m.;

assignment of a cleaning crew to work between the hours of 1:30 p.m. and 2:30 p.m. when the guard is on duty;

close the Garage between 2:30 a.m. and 6:30 a.m.;

close the Rondel Place side of the Garage permanently and install a chain link fence to prevent access;

staff the Hoff Street side of the Garage during the hours that the Garage is opened;

keep the Garage clean;

ensure that lights are replaced in a timely manner;

paint the exterior of the Garage white to enhance the lighting.

Mr. Music beseeched the Commission to address these concerns immediately.

*

The Assistant Director of the Parking Authority stated that a security guard has been assigned to the Garage and an estimate is being prepared for the chain link fence. DPT is

also working with the Department of Public Works to improve lighting in the facility.

Commissioner Chin remarked that security for the Garage has been a concern of the Commission for some time. He asked for an explanation of the delay in employing a guard. The Director of the Parking Authority stated that the Department was working with a nonprofit corporation, Horizons Unlimited, in an attempt to secure employment of a guard. However, several delays have occurred including the change of directorship at the nonprofit organization. Eventually the Department secured a contract with the Department of Social Services for a security guard.

*

Craig Coleman, Co-Chairman of the Rondel Place Neighborhood Improvement Association, addressed the Commission concerning the condition of the 16th and Hoff Garage. He described situations in which people have been raped and assaulted as a result of the conditions within the Garage. He stated that the Garage is used as a garbage dump, lights are not replaced, there are homeless individuals living in the Garage, open space of the Garage is used as a toilet and drug abuse occurs in the Garage. In addition, Mr. Coleman stated that he has spoken to two PCOs who have refused to enter the Garage to cite vehicles during daylight hours because of the Garage's condition. He beseeched the Commission to address these issues immediately.

*

The Executive Director indicated that she has not heard any complaints from the PCO's on this issue.

Commissioner Chin suggested closing the facility until a decision has been made on long range plans. Mr. Coleman agreed with the Commissioners suggestion, but noted that the closed garage might become a haven for undesirables.

*

Jeanne Lannin, a neighbor of the Rondel area, addressed the Commission. She reported that people are having sex in the 16th and Hoff Garage. Ms. Lannin will not let her granddaughter in the area after 6 p.m. She stated that children living in the attached housing to the Garage can witness sex acts from their windows. She requested immediate attention to the matter.

*

The Executive Director indicated that the situation at the Garage is unacceptable to her and the Commission and indicated she has approved security plans. She also directed staff to look at the issue of whether the cleaning contractor was fulfilling contractual obligations, and requested more on-site staff visits to the facility.

David Pilpel, transit advocate, addressed the Commission on several matters:

He echoed the sentiments of the speakers concerning the condition of the 16th and Hoff Garage.

Speaking for the Crestlake Property Association, he requested the replacement of the temporary barrier located at Crestlake and Sloat Boulevard with a permanent structure. The temporary structure has been in place for five years.

He stated that the ISCOTT Committee agendas are often mailed too late for response and requested that the agendas be mailed a few days before the meeting.

He requested that the DPT Traffic Hearing notices be posted in front of the meeting room a few days before the scheduled meeting.

He requested a copy of the Market Street Study report when available.

He suggested that planning staff be added to the Department well in advance of the 1991-92 budget process to assist the Department.

He suggested the Department request additional PCOs in the next budget process.

He reported that the MTC is preparing transportation control measures in response to the Federal and State Clean Air Act. MTC may adopt the measures that will result in parking charges and other programs to reduce transportation demands. He suggested that the DPT take a leadership role and correspond with MTC regarding the measures.

He congratulated the Acting Commission Secretary on the quality of the Minutes stating that they are detailed and thorough.

*

Norman Rolfe, of San Francisco Tomorrow, inquired about the dates and locations of the DPT Public Hearings. The Executive Director stated that the DPT Public Hearings are held each Friday at 10:00 a.m. in room 282 of City Hall.

*

John Frielander, San Francisco citizen, provided the Executive Director with a statement that could be used in publications concerning the Boot Program.

ADJOURNMENT

Thereupon the meeting was adjourned at 3:30 p.m.

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

ROLL CALL

The roll call indicated Quorum present.

ADOPTION OF MINUTES

On motion of Commissioner Grosboll, seconded by Commissioner Chin, the Minutes of the Special Meeting of the San Francisco Parking Authority held on July 25, 1990 were approved as drafted.

VOTE: Ayes: Members Chin, Grosboll, Quaranta and Singh
Excused: Member Melara

On motion of Commissioner Grosboll, seconded by Commissioner Quaranta, the Minutes of the Special Meeting of the San Francisco Parking Authority held on August 7, 1990 were approved as drafted.

VOTE: Ayes: Members Chin, Grosboll, Quaranta and Singh
Excused: Member Melara

On motion of Commissioner Grosboll, seconded by Commissioner Chin, the Minutes of the Special Meeting of the San Francisco Parking Authority held on September 4, 1990 were approved as drafted.

VOTE: Ayes: Members Chin, Grosboll, Quaranta and Singh
Excused: Member Melara

On motion of Commissioner Grosboll, seconded by Commissioner Chin, the Minutes of the Special Hearing of the San Francisco Parking Authority held on August 13, 1990 were approved as drafted.

VOTE: Ayes: Members Chin, Grosboll, Quaranta and Singh
Excused: Member Melara

PUBLIC COMMENTS

There were no public comments.

NEW BUSINESS

Resolution No. 90-1147 Recommending that the Board of Supervisors Approve a Commercial Lease with Dynasty Express Corporation, (General Rent-A-Car) Parcel 1, on the North Pedestrian Mall of the Moscone Center Garage

Lloyd Gardner, of the Department of Real Estate, presented a lease profile. Mr. Gardner reported that there has been a lack of interest in bidding on Parcels 1 and 2 of the Garage. The Department of Real Estate requested and received permission from the Board of Supervisors to negotiate directly with interested parties for use of the spaces. The final determination would be subject to Board of Supervisors approval. The Department of Real Estate advises that the market for rental property in the vicinity of Moscone Center Garage is unchanged since 1986 and if bids for leasing of Parcel 1 were invited, it is unlikely that satisfactory bids would be recieved. DPT staff has recommended that the Board of Supervisors approve the proposed lease with Dynasty Express Corporation. There will be free rent the first 60 days of the lease while leasee provides all necessary tenant improvements and establishes a business identity in location.

*

Commissioner Chin commented on the loss of revenue during the 60-day free rent period.

Commissioner Grosboll recommended having a 120-day notice as a standard for lease renewal periods.

On motion of Commissioner Quaranta, seconded by Commissioner Chin, Resolution 90-1148 was approved as drafted.

VOTE: Ayes: Members Chin, Grosboll, Quaranta and Singh
Excused: Member Melara

*

Resolution No. 90-1148 Rejecting Bids Received on October 17, 1990 for Construction of the Polk-Bush Garage and Authorizing the Parking Authority Staff to Re-Bid Work

The Deputy Director of the Parking Authority briefed the Commission on the Resolution. He explained that on October 17, 1990 the Department received five bids from contractors for construction of the Polk-Bush Garage. The bids were significantly over the original project construction budget of $3,500,000. The PA, under the terms listed on the bid document, has the right to reject all bids. DPT staff recommended rejecting all bids received, working with the project architect to make appropriate changes, and re-bidding the project

Gordon Chong, the architect of the project, addressed the Commission regarding the bids and alternatives. Mr. Chong introduced Peter Morris, a construction cost estimator, who assisted Mr. Chong on cost estimates for both the Polk-Bush Garage and the Lombard Garage. He explained that the bidding climate and micro-climate is investigated in order to determine the cost of a project. The last estimates were given six months prior to the bidding process. During that time, the economy has changed thereby causing a variance in the bidding process.

*

Commissioner Chin inquired about Mr. Morris' cost estimate on the Lombard Street Garage. The Assistant Director of the Parking Authority stated that Mr. Morris estimated the cost within a few thousand dollars.

Commissioner Chin inquired about the possibility for a drastic changing climate if the project was re-bidded. Mr. Morris stated that the climate is improving but the length of the bidding period is six weeks and the climate could change within that period of time. He pointed out that bidding is a gamble but, in his opinion, the climate is unlikely to have as many bad conditions occuring in the near future.

*

Gordon Chong reported to the Commission on the following alternatives for potential cost reductions that could be achieved by altering the quality of the design or schedule:

1. Reduction of construction period from 14 months to 12 months.

2. Removal of basement top slab and fill.

3. Substitution of Gunit.

4. Elimination of Double mest dryvit.

5. Elimination of 2nd floor topping slab.

6. Removal of interior connecting stair. Access elevators at mid levels by walking on ramp.

7. Reconfiguaration of miscellaneous metal. Eliminates guardrails between columns.

8. Elimination of store fronts as base bid.

9. Re-evaluate graphic package.

*

Commissioner Grosboll asked if any of the listed items were a cause for safety concerns. Mr. Chong noted numbers 6 and 7.

*

Mr. Chong presented a list of alternative options as follows:

1.a. Eliminate all 9 items
b. Eliminate selected items
2. Major programmatical change - eliminate basement use (loss of 26 parking spaces)
3. Combination of 1b and 2
4. Accept existing low bid

*

Melvin Najarian, representative for the lowest bidder (Echo West), addressed the Commission. He spoke in favor of his clients bid noting that the amount is approximately $400,000 above the estimated amount of the project. He pointed out that it would cost the Department additional funds to re-bid the project. He stated that his client has built similar

structures and is qualified to build the Polk-Bush Garage. He ensured that his client could complete the project in 12 months.

*

The City Attorney noted that this contract is not one which is negotiated. The Department has the option to accept or reject the bids received.

Norman Rolfe, of S.F. Tomorrow, urged the Commission to reject all bids for construction of the Polk-Bush Garage and to reconsider the question of whether the Garage should be built. Mr. Rolfe reported to the Commission as indicated in the attached letter Exhibit C. He pointed out that the Sierra Club and the Nob Hill Neighborhood Association opposes the Garage.

*

Pat Dardin, President of the Polk Street Merchants Association, beseeched the Commission to move quickly to build the garage at Polk-Bush. She stated that the garage will revitalize the neighborhood that is deteriorating.

Stephen Cornell, Vice President of the Polk Street Merchants Association and President of Council of District Merchants, urged the Commission to move quickly on the project. He stated that the merchants of the area are frustrated with the length of time it has taken to the project.

Commissioner Grosboll remarked that the Commission has an obligation to review the project thoroughly and commented that he would like the item continued for the December meeting to allow time for review.

Commissioner Chin remarked that he would like to see the original bid package and dollar figures for each of the nine items Mr. Chong listed. He noted that parking is an accute problem in the area.

On motion of Commissioner Grosboll, seconded by Commissioner Quaranta, Resolution No. 90-1148 was continued until the December 4, 1990 meeting.

VOTE: Ayes: Members Chin, Grosboll, Quaranta and Singh
Excused: Member Melara

Resolution No. 90-1149 Authorizing the City of San Francisco, Ellis-O'Farrell parking Corporation, to Expend $565,000 to Hire an Architectural Firm to Perform Design/Engineering Services for the Ellis-O'Farrell Garage Expansion

The Assistant Director of the Parking Authority briefed the Commission on the Resolution. He indicated that it has been determined that the Garage is in need of seismic retrofit work. There is also a need to increase the number of transient parking stalls to better serve the patrons of the Garage.

Dick Dole, representative of the Ellis-O'Farrell Parking Corporation, provided the Commission with a fact sheet and information on the expansion/retrofit of the project (Exhibit D).

Commissioner Grosboll noted that the Commission has not approved the expansion of the Garage and questioned if it is appropriate to approve an architectual firm prior to approving the expansion. Mr. Dole explained that the Garage would not survive another earthquake and explained the need for the retrofiting. The Executive Director stated that staff supports the Resolution and noted that this is only one expansion project which has been on the drawing board for approximately 10 years. She believes this is an inordinate amount of time and that a decision should be made one way or the other. She also stated it was her intention to bring these long-standing issues to a close before the end of the fiscal year.

Commissioner Chin commented on the lack of ethnic miniority representation on the Board. Russell Keil, Jr., Chairman of the Garage's Expansion Committee, stated that the Board is actively seeking new members. He pointed out that a woman has recently been appointed to the Board. Commissioner Chin recommended that the Board seek a more active role in including minority representatives.

Commissioner Chin requested that the staff provide him with a list of members of each of the City parking corporations.

On motion of Commissioner Quaranta, seconded by Commission Chin, Resolution No. 90-1149 was approved as drafted.

VOTE: Ayes: Members Chin, Grosboll, Quaranta and Singh
Excused: Member Melara

*

The meeting recessed at 5:4 p.m. Commissioner Grosboll was excused at 5:45 p.m. The meeting reconvened at 5:47 p.m.

*

Resolution No. 90-1150 Approving Expenditures of an Amount Not To Exceed $282,500 for the Renovation of the Stockton Street and Sutter Street Pedestrian Malls at the Sutter-Stockton Garage

Paul Newman, representative for the Sutter-Stockton Garage, gave brief the Commission on the refurbishing project.

Commissioner Chin requested that Lines 20 to 22 of the Resolution be amended to read: "The Uptown Parking Corporation will comply with the City's policy on MBE/WBE."

On motion of Commissioner Chin, seconded by Commissioner Quaranta, Resolution No. 90-115 was approved as amended.

VOTE: Ayes: Members Chin, Quaranta and Singh
Excused: Members Grosboll and Melara

Resolution No. 90-1151 Consenting to Subleasing of a Portion of St. Mary's Square Parking Garage and Approving the Fifth Amendment of St. Mary's Square Garage Lease

The Assistant Director of the Parking Authority described the Resolution stating that the Metropolitan Parking Corporation has requested permission to sublease a portion of the premises of the St. Mary's Square Garage to SCV Holdings Corportion to be used for drop-off and pick-up of laundry and dry cleaning. If approved, it will be necessary to amend the master lease.

On motion of Commissioner Chin, seconded by Commissioner Quaranta, Resolution No. 90-1151 was approved as drafted.

VOTE: Ayes: Members Chin, Quaranta and Singh
Excused: Members Grosboll and Melara

ADJOURNMENT

Thereupon the meeting was ajourned at 5:55 p.m.

Respectfully submitted,

Renee Faison

Renee Faison
Acting Commission Secretary

City and County of San Francisco

DEPARTMENT OF PARKING AND TRAFFIC

ART AGNOS, Mayor
RINA CUTLER, Executive Director

FOR IMMEDIATE RELEASE: MONDAY, NOVEMBER 19, 1990

CONTACT: JERRY ROBBINS, MARYELLEN HORGAN (415) 554-9811

# DOWNTOWN HOLIDAY SEASON TRANSPORTATION IMPROVEMENTS

City officials, Bay Area transit operators and downtown merchants are teaming up to improve access to downtown San Francisco during the upcoming Holiday shopping season. Key programs include improved traffic and parking control within the downtown, easier access to downtown parking garages, increased ferry service, prohibitions on downtown street construction, and historic trolley car service on Market Street on Friday, November 23, the traditional kick-off date for the Holiday shopping season.

## Traffic and Parking Control

Parking and Traffic Control Officers will be deployed at numerous downtown intersections to prevent traffic delays caused by double-parkers, intersection blockers and jaywalking pedestrians. Parking and Traffic Control Officers now operate under the City's new Department of Parking and Traffic, which began operation on July 1 of this year.

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Transit Improvements

MUNI will provide historic trolley car service on Market Street on the day after Thanksgiving (Friday, November 23). Antique cars will operate between the Transbay Terminal at First and Mission Streets and Market and Eleventh Streets. For Muni information, call 673-MUNI.

GOLDEN GATE TRANSIT will provide free shuttle bus service between the Ferry Building and Union Square beginning November 23. Golden Gate Transit ferry riders also receive a free transfer to MUNI upon request. For Golden Gate Transit information, call 453-2100.

THE RED AND WHITE FLEET will increase the number of Midday ferry runs between Oakland, Alameda and the Ferry Building in San Francisco during the Holiday season. Ferry riders receive a free transfer to Muni routes serving the Ferry Building, including the Muni Metro subway and the historic trolley cars on Market Street. The Red and White Fleet also provides ferry service from Vallejo, Sausalito and Tiburon to San Francisco; for information, call 546-2815.

BART will provide direct service between Richmond and San Francisco and between Fremont and San Francisco on all Sundays throughout the Holiday season, beginning on November 25. BART

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also encourages weekday shoppers to take advantage of special Midday parking spaces within BART parking lots which are reserved for drivers who arrive at the stations after 10 A.M. BART advises Midday riders that parking space is almost always available at the Coliseum, Fremont, South Hayward, Richmond and San Leandro stations. For BART information, call 465-BART.

The City, through the Department of Parking and Traffic, is also providing a free, validated park and ride service between the Golden Gateway Garage (Washington and Battery Streets) and Chinatown and North Beach. Free validation for parking is provided by participating North Beach and Chinatown merchants. Park and Ride operates on Thursdays 6 P.M. - Midnight, Fridays 6 P.M. - 2 A.M., Saturdays 10 A.M. - 2 A.M. and Sundays from 10 A.M. - 10 P.M. For additional information, contact the Department of Parking and Traffic at 554-9811.

Garage Access

City-owned parking garages within Downtown San Francisco provide low short-term parking rates to serve Downtown shoppers (attached please find a street map and guide to Downtown parking garages). For example, parkers at the Sutter-Stockton Garage pay 75 cents for one hour of parking, and $4.50 for four hours. A list of City-owned Downtown parking garages along with their rates and access streets is enclosed.

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Access to the Ellis-O'Farrell Garage has recently been improved to allow access from Ellis street, allowing drivers to avoid congestion on O'Farrell Street. Drivers destined for the Sutter-Stockton Garage can avoid congestion on Sutter Street by using the Bush Street entrance to the Garage.

Street Construction Prohibition

The City will prohibit all non-emergency street work Downtown between November 23 and January 1. All utility and street work which would require lane closures must wait until the New Year.

Freight Delivery Restrictions

Downtown merchants and truckers are urged to minimize freight deliveries during peak shopping periods. Merchants are encouraged to schedule deliveries for early morning or evening times to the full extent possible during this busy season.

Traffic Advisories

In an effort to prevent traffic congestion, drivers are reminded not to enter congested intersections unless they are able to exit them on the other side. Violators of this California Vehicle Code regulation are subject to a $50 fine.

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Downtown pedestrians are encouraged to obey pedestrian WALK/DON'T WALK signals. Pedestrians who start to cross the street after the flashing DON'T WALK signal has started can cause congestion by preventing turning vehicles from getting through the intersection. Traffic Control Officers will also direct pedestrian traffic at key intersections during the Holiday season in order to prevent these delays.

Drivers destined for Chinatown, Fisherman's Wharf, or North Beach are urged to follow the special colorful icon signs to these neighborhoods; the signs were installed after the October earthquake.

Transit Telephone Information Numbers

Muni - 673-MUNI
BART - 465-BART
Golden Gate Transit - 453-2100
Red and White Fleet - 546-2815
SamTrans - 871-2200
CalTrain - (800) 558-8661
AC Transit - 839-2882

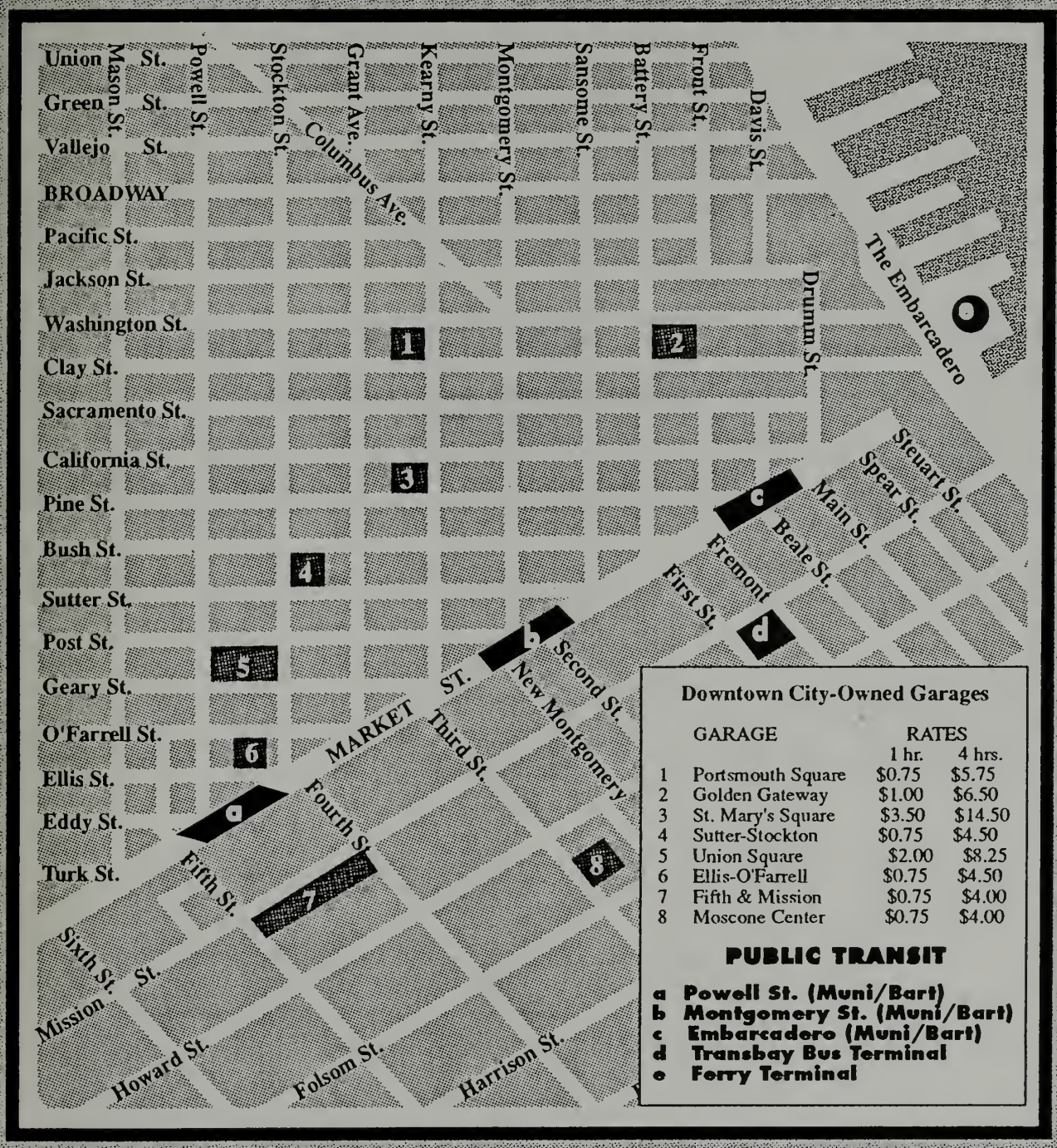
-more-

## DOWNTOWN CITY-OWNED PARKING GARAGES

| GARAGE | SPACES | ACCESS FROM | RATES | | |
|---|---|---|---|---|---|
| | | | 1 Hr. | 4 Hrs. | 7+ hrs. |
| Civic Center | 840 | McAllister St. | $0.75 | $4.00 | $07.00 |
| Ellis-O'Farrell | 760 | Ellis Street<br>O'Farrell St. | 0.75 | 4.50 | 13.50 |
| Fifth & Mission | 1,782 | Fifth Street<br>Mission St. | 0.75 | 4.00 | 9.00 |
| Golden Gateway | 1,112 | Washington St. | 1.00 | 6.50 | 15.50 |
| Moscone Center | 732 | Third Street | 0.75 | 4.00 | 9.00 |
| Portsmouth Square | 504 | Kearny Street | 0.75 | 5.75 | 12.50 |
| St. Mary's Square | 828 | California St.<br>Kearny Street | 3.50 | 14.50 | 14.50 |
| Sutter-Stockton | 1,865 | Bush Street<br>Sutter Street | 0.75 | 4.50 | 13.50 |
| Union Square | 1,008 | Geary Street | 2.00 | 8.25 | 14.00 |
| Vallejo Street | 163 | Vallejo St. | .75 | 4.75 | 11.00 |

###

# Downtown Parking Guide




**Downtown City-Owned Garages**

| | GARAGE | RATES 1 hr. | 4 hrs. |
|---|---|---|---|
| 1 | Portsmouth Square | $0.75 | $5.75 |
| 2 | Golden Gateway | $1.00 | $6.50 |
| 3 | St. Mary's Square | $3.50 | $14.50 |
| 4 | Sutter-Stockton | $0.75 | $4.50 |
| 5 | Union Square | $2.00 | $8.25 |
| 6 | Ellis-O'Farrell | $0.75 | $4.50 |
| 7 | Fifth & Mission | $0.75 | $4.00 |
| 8 | Moscone Center | $0.75 | $4.00 |

**PUBLIC TRANSIT**

- **a Powell St. (Muni/Bart)**
- **b Montgomery St. (Muni/Bart)**
- **c Embarcadero (Muni/Bart)**
- **d Transbay Bus Terminal**
- **e Ferry Terminal**

# Mid-Term Review

# Park and Ride Demonstration Program

October 31, 1990

Phil Chin
Maryellen Horgan

Department of Parking
and Traffic

EXHIBIT "B"

## I. Background

This report is a mid-term review and analysis of the Park and Ride Demonstration Program. It covers of the program from July 20, 1990 through October 7, 1990 the mid-way point of the 6 month demonstration period. All figures cited, unless otherwise noted, will be for this review period.

The review and analysis will focus on the ridership, the use of vehicle modes, the hours of operation, the use of validated free parking and public information and marketing of the program.

In response to trends which have developed in the first three months of service, options for future service adjustment are suggested, to be instituted during the remainder of the demonstration program or considered as part of a long term program.

## II. Ridership

Park and Ride operates on Thursday evenings from 6:00 p.m. to 12:00 midnight, Friday evenings from 6:00 p.m. to 2:00 a.m., Saturdays from 10:00 a.m. to 2:00 a.m. and on Sundays from 10:00 a.m. to 10:00 p.m. From the onset, ridership was most popular during the day hours of Saturday and Sunday as reflected by the following:

RIDERSHIP

| | # of Passenger Trips | % |
|---|---|---|
| Saturday/Sundays | | |
| 10:00 a.m. - 6:00 p.m. | 4,936 | 82.0% |
| Thursday/Friday/Saturday/Sunday | | |
| Evenings | 898 | 14.9% |
| Thursday/Friday/Saturday | | |
| After 10:00 p.m. | 188 | 3.1% |
| Total | 6,022 | 100. % |

These preliminary findings indicate that Saturday and Sunday day service should be viewed as the core or base service. Clearly this period is the most cost efficient in terms of ridership vs. vehicle hours and is the period where demand is greatest. Service during this period breaks down to about $2.88 per ride as compared to a review period average of $11.35 per ride.

By comparison, ridership after 6:00 p.m. on all days of service only accounts for 1,086 passenger trips which is about 18% of the total 6,022. Vehicle service hours after 6:00 p.m. totals 44 hours each week or about 58% of the total service hours.

Ridership after 10:00 p.m. is even lighter, totaling only 188 passenger trips for a 3.1% of total ridership. Vehicle service hours for this time period accounted for about 21% of the total for each week.

Ridership seems to have increased dramatically early in the program hitting a peak of 669 during the weekend of August 2, 1990 (weekends for the purposes of this report begins on a Thursday and ends on a Sunday). It then decreased very gradually, and dropped to a low during the weekend of August 30, before rebounding on September 6. It dropped again September 13 and has fluctuated since that time.

It is important to note that problems with passenger counts were also greatest during the early periods of the demonstration. In some cases, drivers were unfamiliar with the recording forms and recorded ridership that was substantially higher than the actual.

The fact that ridership has generally declined after the initial peak raises some interesting questions, especially in light of the fact that validations do not follow the same trend.

While a number of factors have been raised, none seems significant enough to singularly cause this trend. In combination, however, these factors should be noted.

A. Initial Interest and Novelty - The program was started with substantial interest among the merchant community in the North Beach and Chinatown. The various news stories and recruitment efforts of the respective Chambers of Commerce clearly succeeded in raising awareness of and interest in the program, at least initially.

B. Problems with Program Design - The routing of the shuttle attempted to serve two commercial districts, but has been criticized by some Chinatown merchants and patrons for not adequately serving the southerly portion of Chinatown. There is credence to this criticism since the closest stop to Chinatown is at Kearny and Jackson and 12 of the 16 businesses with highest validations are north of Jackson Street.

C. Weakness in Supervision and Monitoring - City, contractor, and community staff spent considerable time and energy monitoring the program in its infancy on to ensure that it got off on the right track. It appears to have done very well initially because of the commitment of substantial energies but once the program seemed established, staff time and energy was focused on other issues. The substantial amounts of time and energy provided by the Chinese Chamber of Commerce also declined when it seemed the program was on its way. To expect a constant level of monitoring from the Chinese Chamber would have been unreasonable, however, since all of its efforts were undertaken without city resources.

D. Problems with Quality of Service - There were complaints that indicated a need for better supervision of the drivers, particularly the Cable Cars. Complaints included drivers not making some scheduled trips, missing intending passengers, and, in one case, traveling off route. Merchants also contributed to diminishing confidence in the program by not instructing staff use of the validation stamps or misplacing and even losing the stamps. These errors destroy confidence in the reliability of the service or program and tends to discourage continued utility. The ability of the contractor to maintain a strict standard of service and for merchants to remain interested may be crucial to the program rebounding from the down turn.

## III. Use of Vehicle Modes

Head to head comparison was provided in the service scheduled after 6:00 p.m. Thursday, Friday and Saturday nights.

| | Cable Car Ridership | Van Ridership |
|---|---|---|
| Thursday/Friday/Saturday Nights after 6:00 p.m. | 506 or 46.4% | 580 or 53.4% |

The program was designed specifically to compare two modes of transportation, a more conventional shuttle bus van, and a motorized cable car.

Even though Cable Car's provided much greater capacity (almost double that of vans) and were potentially more appealing and attractive, they failed to draw more ridership than the more conventional vans. When cost is considered, the cable cars do not appear to justify their $70.00 per hour rate.

The vans at $37.00 per hour are a much more cost efficient mode of transportation.

Only on nine of the 2,100 trips did passenger numbers exceed 20 as reported through tally sheets compiled by both van and cable car drivers. On no occasion did ridership exceed 20 on a cable car.

## IV. Hours of Operation

As indicated earlier, the program provided 76 hours of vehicle service each weekend. This 76 hours of service was fitted into 42 hours of service when the Golden Gateway Garage (GGG) provided validated free parking. These hours coincide with the shuttle service.

As with ridership, use of the Golden Gateway Garage was heaviest during the Saturday and Sundays between 10:00 a.m. and 6:00 p.m..

GARAGE ENTRIES
(Total of review period)

| | |
|---|---|
| Saturdays/Sundays 10:00 a.m. - 6:00 p.m. | 89.5% |
| All Other Program Times | 10.5% |

| Evening Hours | #'s |
|---|---|
| Thursday/Friday/Saturday after 6:00 p.m. | 45 |
| Thursday/Friday/Saturday after 8:00 p.m. | 16 |
| Thursday/Friday/Saturday after 10:00 p.m. | 05 |

Those figures reinforce the findings from the shuttle service component of the program that the peak demand period is on Saturdays and Sundays between the hours of 10:00 a.m. and 6:00 p.m. As with the operation of the Shuttle service, garage operation is not cost efficient when usage is so low during Thursday and Friday nights, and even possibly Saturday nights.

Garage operation under this program costs $45.87 per hour. When only 5 vehicles have used this program after 10:00 p.m. the City is paying an exorbitant amount to subsidize free parking.

## V. Use of Validation

The following figures reflect the actual parking stub received at Golden Gateway Garage during Park and Ride hours which were validated by a participating merchant.

VALIDATIONS

| | Program | Chinatown | % | North Beach | % |
|---|---|---|---|---|---|
| Confirmed Validations | 1,300 | 1,259 | 97% | 41 | 3% |
| Illegible or Forgot to Validates | 351 | 342 | 97% est. | 9 | 3% est. |
| Total | 1,651 | 1,601 | 97% | 50 | 3% |

NUMBER OF VALIDATIONS

| | HIGH | LOW | MEAN |
|---|---|---|---|
| CHINATOWN | 66 | 0 | 5.03 |
| NORTHBEACH | 3 | 0 | 0.80 |

Validations unlike ridership peaked on the weekend of September 6, a full five weeks after ridership peaked. In addition, the last weekend of the review period showed 138 validations, which was just slightly above the mean of 137.6 validations.

The highest number of validations was 66, which was recorded by the VIP Coffee and Cake Shop on 671 Broadway, within one block of the Columbus and Broadway stop. The lowest number of validations were 0 recorded by 69 of the 301 participating businesses. The mean was 5.5 validations or 4.3 confirmed validations per business.

All of the top validating businesses were "Chinatown" businesses in that they were issued a Chinatown stamp and participated in whatever marketing efforts organized by the Chinese Chamber of Commerce. One of those, the Chinatown Resource Center which is located at 1525 Grant Avenue, is clearly in North Beach.

There were sixteen businesses with more than 20 validations. As mentioned above, they were all located in "Chinatown". There were five businesses that topped the North Beach group and they all had 3 validations each.

In all, 301 businesses signed up for the program. Of these 250 or 83% were signed up through the Chinese Chamber of Commerce. The remaining 51, or 17% were signed up through the North Beach Chamber of Commerce. The aggressive outreach of these two organizations, and especially the efforts of Ms. Rose Pak were fundamental to successful and full participation.

Of the Chinatown businesses, 209 or 83.6% actually validated one or more tickets and 41 of them had no validations at all. In North Beach, 23 or 45.1% businesses validated one or more tickets and 28 of them had no validations at all.

These figures clearly show greater receptivity to, and utilization of the program in Chinatown then in North Beach. In addition, as was pointed out in the section on Ridership, Chinatown businesses in the northern part of the district benefitted more from the program then businesses further south.

## VI. Marketing and Public Information

The marketing of Park and Ride was deemed critical to the program's success by all parties involved in the planning and implementation process. Originally $10,000.00 of the overall program budget of $150,000.00 was identified strictly for marketing purposes. Program brochures and identifying posters distributed at no cost to participating merchants, specially designed logos for both the vans and cable car, kick-off event materials, and personalized stamps for validation consumed the initial $10,000.00 allocated for marketing purposes. In September, in partial response to merchants who questioned the financial commitment to marketing, an additional $5,000.00 was identified and utilized for a reprint of the brochure with minor changes. The original brochure was criticized for what some perceived to be lack of identification of the Golden Gateway Garage. Apparently, while the Golden Gateway Garage has been so named since its construction, residents and visitors alike often refer to it by its association to the Alcoa Building as the Alcoa Building Garage.

With these additional resources, we purchased air time from Traffic Central, a traffic report service which supplies traffic information to over 20 radio stations in the Greater Bay Area.

Several area newspapers and magazines published articles on the Park and Ride program. While a few were voiced concern regarding various program components, nonetheless the articles generated useful public information and public support for the Park and Ride program. Articles appeared in the following newspapers: San Francisco Examiner; San Francisco Examiner, Tom Calandra's Column; California AAA Magazine; North Beach Now Newspaper; San Francisco Independent and Sunset Magazine.

In conclusion, criticism from local merchants regarding the Marketing and Public information for Park and Ride seem to be illogically based given the overall funding for the program. With a budget of only $150,000, the commitment of $15,000 which totals 10% of the overall program budget for marketing purposes would seem more than sufficient. While Park and Ride could have benefitted by an endless amount of monies allocated for marketing, this was not an option. In addition, the pledge of participating merchants to supplement all marketing efforts by the Department of Parking and Traffic never fully materialized.

## VII. Recommendations

Continue the program until the end of the demonstration period, with the following changes should be considered:

1. Eliminate cable car service on all nights.

2. Explore the application of Cable Car service savings (18 hours each week) for additional service for Saturday and Sunday afternoons.

3. Close garage and terminate shuttle by 12 midnight on all evenings and by 8 p.m. on Sundays.

4. Explore continuation and funding options with North Beach and Chinatown merchants. Current pilot program is scheduled to end January 20, 1991.

5. Develop staffing capacity within the Parking and Traffic Department to evaluate and coordinate city-wide alternative transportation services.

SAN FRANCISCO
# Tomorrow
*An Urban Environmental Organization*

November 20, 1990

Parking Authority
25 Van Ness Ave., Suite 880
San Francisco, CA 94102

subj.: Polk-Bush Garage

Dear Commissioners:

San Francisco Tomorrow urges you to not only reject all bids for the construction of the Polk-Bush Garage, but to reconsider the question of whether it should be built at all.

You are all familiar with the Lombard St. situation. At the time it was proposed, I studied the parking situation in that area and questioed whether the demand for it was really there. I also studied the parking situation in the Polk-Bush area. The prognosis for this garage is even worse than that for the Lombard St. Garage. See attachment A, copied from Neighborhood Parking Plan, 1986-1990, Volume One, page 11. Note the low percentages for off-street and total occupancies for the subject districts.

Your attention is also respectfully directed to Attachment B, especially highlighted and Appendix B of this attachment. These give you some very interesting demographic information about this area and the results of a survey of existing parking lots and garages in the area. These and the above-referanced Neighborhood Parking Plan raise serious doubts as to the wisdom of constructing this garage.

Please also refer to Attacments C and D. These should lay to rest claims by garage advocates that they will eliminate illegal parking.

And finally, please refer to Attachment E. This is a copy of the exact wording of Proposition F of November 1987 as it appeared in the Voters' Pamphlet. Note that it does not really require this garage to be built - it calls for garages in "one or more" of the named areas, not all of them.

San Francisco Tomorrow urges that, before even thinking about rebidding this project, you give it far more thought than it has received up to now. The inadviseability of it will become apparent to more people and the City can start thinking of better uses for this land (e.g. - housing).

Very truly yours

Norman Rolfe

Norman Rolfe, Co-Chair
Transportation Committee

54 Mint Street, Suite 400 San Francisco, California 94103-1815 (415) 566-7050

EXHIBIT "C"

RECYCLED PAPER

ATTACHMENT A

TABLE 1.3

Saturday Occupancies by District

| | Percent Overall Occupancy | Percent On-Street Occupancy | Percent Off-Street Occupancy[1] |
|---|---|---|---|
| *Broadway [2] | 80.8 | 122.6 | 76.1 |
| California - Laurel Village | 85.8 | 95.2 | 81.6 |
| *California - 4th to 8th Ave. | 106.1 | 106.1 | N/A |
| *Castro | 106.2 | 111.4 | 112.2 |
| *Chinatown | 108.2 | 121.6 | 93.8 |
| *Inner Clement [3] | 95.5 | 99.8 | 100.0 |
| *Outer Clement | 105.0 | 111.7 | 33.3 |
| *Chestnut | 99.0 | 118.5 | 98.2 |
| *Divisadero[4] | 48.9 | 97.4 | 26.1 |
| *Fisherman's Wharf | 93.3 | 113.3 | 91.4 |
| *Geary | 90.8 | 104.4 | 66.5 |
| *Haight | 82.1 | 102.2 | 41.1 |
| *Hayes-Gough [5] | 33.9 | 91.9 | 12.3 |
| Outer Irving | 84.8 | 91.5 | 92.0 |
| *Lombard | 93.2 | 122.1 | 35.4 |
| *Marina-Union | 99.2 | 115.8 | 78.0 |
| West Portal | 99.0 | 98.2 | 81.8 |
| *Upper Fillmore | 102.8 | 109.0 | N/A |
| Inner Mission | 91.8 | 94.2 | 54.5 |
| Mid Mission | 93.8 | 98.0 | 100.0 |
| Outer Mission | 68.0 | 74.5 | N/A |
| *North Beach [2] | 87.0 | 114.3 | 83.3 |
| Ocean [6] | 61.4 | 72.6 | N/A |
| *Polk | 89.6 | 105.5 | 72.2 |
| *Sacramento | 104.7 | 104.7 | N/A |
| *Valencia | 99.4 | 111.1 | 54.5 |
| *Van Ness | 83.2 | 107.4 | 50.9 |
| *24th St.-Mission | 95.4 | 101.3 | 105.0 |
| *24th St.-Noe Valley | 98.3 | 110.0 | 93.7 |
| *Inner Sunset | 93.1 | 106.7 | 95.8 |
| *Upper Market | 92.1 | 105.5 | N/A |
| *Mid Irving | 100.3 | 103.2 | N/A |

Note: Asterisk indicates districts selected for detailed study.

1 Includes off-street facilities available to the general public only; patron-only and/or employee-only lots are not included.

2 The peak demand period for Broadway and North Beach was found to be Friday evening. For Broadway, overall occupancy increases to 86.9 percent, on-street occupancy increases to 127.6 percent, and off-street occupancy decreases to 71.3 percent. For North Beach, Friday night overall occupancy is 101.0 percent on-street occupancy is 147.0 percent, and off-street occupancy is 80.0 percent.

3 Occupancy figures for Inner Clement remain relatively constant for Friday evening: overall occupancy is 95.9 percent, on-street occupancy is 99.2 percent, and off-street occupancy is 89.3 percent.

ATTACHMENT B

# SAN FRANCISCO TOMORROW

AN URBAN ENVIRONMENTAL ORGANIZATION

April 26, 1985

City Planning Commission
450 McAllister St.
San Francisco, CA 94102

subj.: Polk-Bush Garage
85.571ER

Dear Commissioners:

San Francisco Tomorrow feels that a full EIR must be done on this proposed garage. To say that it will have no significant impact on the environment is a mockery of the process. This EIR must include a full evaluation of the existing situation, including a complete survey of existing parking resources in the area. It must include an alternatives analysis, including all technically feasible sites in the area, and an analysis of the no-build alternative.

This garage is proposed to be located at an already busy intersection. Both streets have heavy vehicular and pedestrian traffic. A key Muni crosstown line operates on Polk Street. It would be hard to pick a worse spot to put a 132 car parking garage. Cars are sure to queue up to get into it. The queue would probably extend into the intersection of Bush and Polk Streets. It would probably tie up the buses on Polk Street. It would effectively remove one lane from Bush Street. Since Polk Street is only one lane northbound, it may block all northbound traffic on it. It would probably block pedestrians trying to cross Bush Street. A seven story concrete blockhouse would certainly be out of place at that intersection.

Who would be using it? It would not serve the neighborhood residents. Most of them walk to their shopping. Most of them don't own automobiles. Here are some 1980 census figures on automobile ownership in the surrounding area. A map is attached (Appendix A) so you can identify the census tracts.

| Census Tract | % of Households With No Vehicle | Vehicles per Household |
|---|---|---|
| 120* | 85.1 | 0.15 |
| 111 | 73.2 | 0.31 |
| 119 | 71.3 | 0.32 |
| 121 | 85.8 | 0.14 |
| 122 | 87.7 | 0.14 |
| 123 | 91.5 | 0.10 |
| 151 | 62.4 | 0.47 |

* proposed garage is in this census tract

(continued)

942 Market Street, Room 505 San Francisco, CA 94102-4008 415/566-7050

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This proposed garage definitely would not be a neighborhood shopping garage. What it would be is a garage serving what some people wish to make into a regional shopping and entertainment center. Is it worth disrupting the neighborhood for this? This is a policy decision that can only be made after a full EIR is completed and certified.

A real alternatives analysis must be made. The surrounding area abounds in parking resources. Please refer to Appendix B. This shows the results of some inspections I made. Note that a garage 1½ blocks away from this site is planning to go out of business the end of April for lack of patronage. Note the large amount of monthly parking. There is a serious question whether this should be encouraged, or even allowed. Should t these be converted to short term parking? Doing so would probably more than fill the alleged need for more shoppers' parking in this area.

In addition, there is the former Safeway at Bush and Larkin Sts., currentl under-utilized, and the former telephone company garage at Bush and Larkin Sts., currently not used at all. All these alternatives must be fully explored and fully analyzed. A really complete study must be made of parking facilities within four blocks (at least) of this site: their capacity, current usages, potential for conversion to to short term parking, potential for expanded public use, etc.

Automobile caused problems have a supply side and a demand side. Efforts to solve them from the demand side will always fail. They will exacerbate the problem. You will never be able to solve these problems if you keep hyping demand; if you keep encouraging people to use their automobiles more and more. They must be solved from the demand side. Demand must be controlled to fit the available supply. Demand must be controlled so the streets of our city will not be overloaded. There is only so much space on our streets. The main reason for traffic jams is that there are too many automobiles for the street space availabl for them. Inviting more people to drive by providing more parking will cause more traffic jams.

How much demand would this garage generate? How much additional traffic would it cause? Would it cause saturation of surrounding streets? Would it foul up transit? Would it cause gridlock? An EIR must be made to answer those questions.

There may be conflicts between transit and automobiles. These conflicts must be resolved in favor of transit. These considerations must be examined in an EIR.

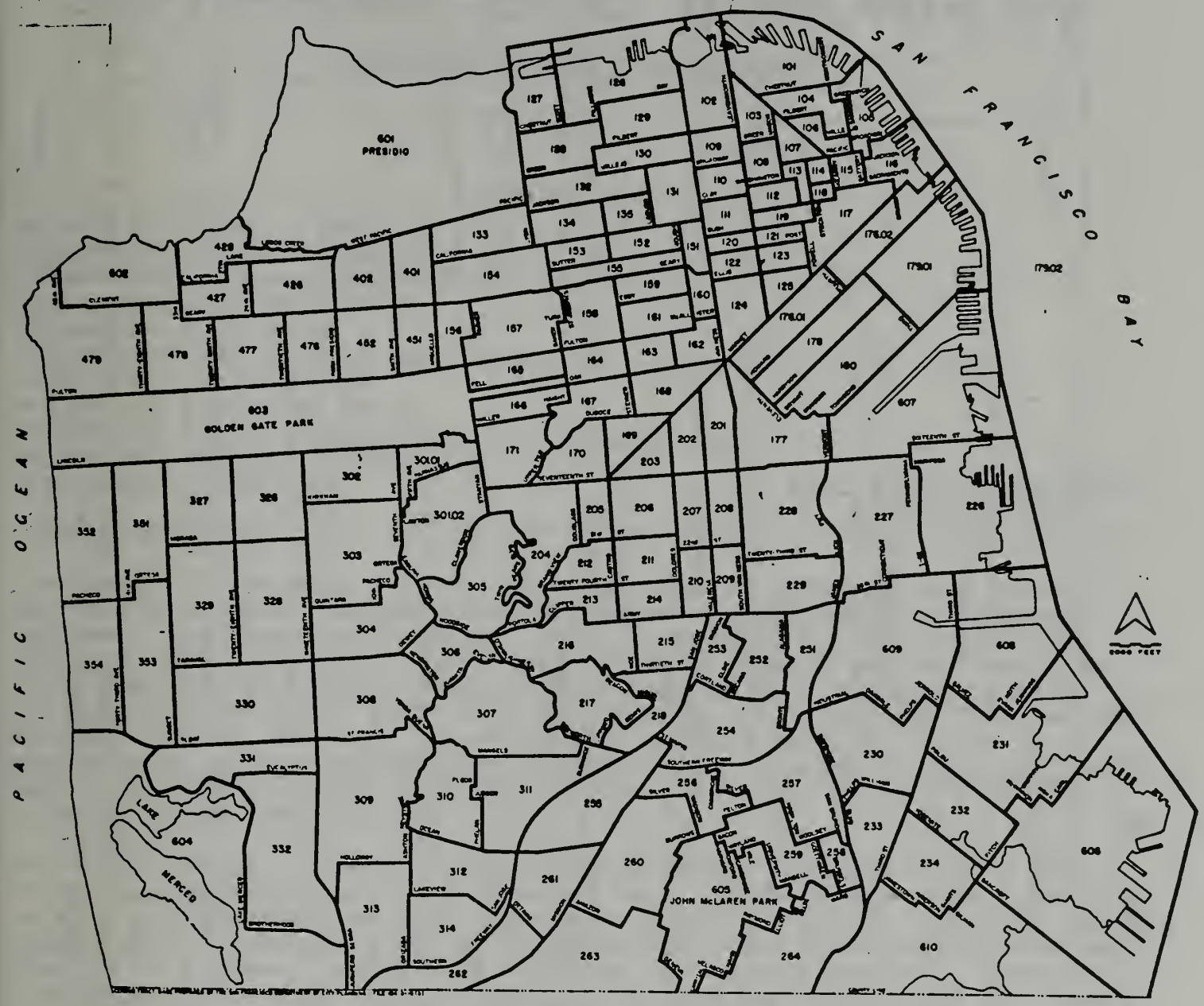
In a way the garage pushers of today remind me of the freeway pushers of a few years ago. They told us that freeways would eliminate traffic jams. Some of us knew better and fought those freeways; they were not built. Now we are being told that parking garages would eliminate traffic jams. Would they? Make an EIR and find out.

We hope you can now see that the negative declaration must be rejected and a full EIR made for this proposed project.

Very truly yours

Norman Rolfe

Norman Rolfe, Chair
Transportation Committee




1980 CENSUS TRACTS

SAN FRANCISCO DEPARTMENT OF CITY PLANNING

# APPENDIX B

| Location | capacity | observations - | | | Remarks |
|---|---|---|---|---|---|
| Bush & Polk SW cor. | 35 | Sa 2/2/85 2:42pm 7 empty<br>Th 3/21/85 2:38pm 4 empty<br>F 4/19/85 9:39 pm 15 empty | Sa 3/23/85 9:00pm 2 empty<br>Tu 4/9/85 3:51pm 12 empty | | |
| Bush bet Polk & Larkin city-owned | 40 | Sa 2/2/85 2:37pm 0 empty<br>Th 3/21/85 2:36pm 6 empty<br>F 4/19/85 9:37 pm 0 empty | Sa 3/23/85 8:55pm 0 empty<br>Tu 4/9/85 3:45pm 11 empty | | |
| Post bet. Van Ness & Polk | 250-300 | See remarks<br>Sa 3/23/85 9:15pm 60 cars in (190-240 empty)<br>Tu 4/9/85 4:12pm "about 1/2 full" = 40± hourly, 100± monthly = 110-160 empty<br>F 4/19/85 9:55pm 50-100 empty | | | Mgr. estimates 70-80% full d<br>40% nites, about 1/2 morn<br>1/2 hourly parking. |
| California bet Polk & Van Ness | 75 nite<br>50 day | Sa 3/23/85 8:40pm. 25 empty<br>Tu 4/9/85 3:37 pm 25 empty | F 4/19/85 25 empty | | Valet parking nites, self-park days |
| Bush bet Van Ness & Franklin | 75 | Sa 3/23/85 9:40pm. 55 empty<br>Tu 4/9/85 4:00 pm. 50-55 empty | F 4/19/85 9:44pm 63 empty | | closing end of April - Not enoug<br>business, overhead too high. |
| Sutter bet. Van Ness & Franklin | ?<br>(probably in hundreds) | See remarks | | | Never fills up days. Seldom at night - "only if there's a good movie." |
| Hemlock bet Polk & Larkin | 50 | Monthly only, Mostly people who work in area<br>a few who live in area | | | |
| Van Ness bet Calif & Pine (Holiday Inn) | 300 | Sa 2/2/85 2:22pm 25 empty<br>Tu 4/9/85 3:33pm. 200 empty | Sa 3/23/85 9:00pm "full - Guests only"<br>F 4/19/85 9:23pm " " " | | |
| Van Ness bet Calif & Pine (Great Western Savings) | 12 | Sa 2/2/85 2:15pm 4 empty<br>Th 3/21/85 2:50pm 13 empty | Tu 4/9/85 3:30 pm 4 empty<br>F 4/19/85 9:26pm 2 empty | | cars parked in lot after S&L closed |
| Pine bet Van Ness & Polk | 60 | Sa 2/2/85 2:28pm 10 empty<br>Th 3/21/85 2:44pm 4 empty | Sa 3/23/85 8:50 pm. "full"<br>Tu 4/9/85 3:48 pm "full"<br>F 4/19/85 9:29 pm "full" | | about 1/2 monthly, 1/2 hourly |

ATTACHMENT C

# SAN FRANCISCO TOMORROW

AN URBAN ENVIRONMENTAL ORGANIZATION

April 16, 1985

Supervisor Harry G. Britt
Supervisor Richard Hongisto
Supervisor Willie B. Kennedy
Supervisor Quentin L. Kopp
Supervisor Bill Maher
Supervisor John L. Molinari
Supervisor Wendy Nelder
Supervisor Louise H. Renne
Supervisor Carol Ruth Silver
Supervisor Nancy G. Walker
Supervisor Doris Ward

subj.: Parking Revenue
File 124-85-3

Dear Supervisor:

San Francisco Tomorrow opposes the earmarking of revenues from parking meters and existing garages for the purpose of building more parking garages. San Francisco Tomorrow feels it would be better to put these revenues into the General Fund. Any proposed parking garages should be fully reviewed on their own merits on a case by case basis and compete for general fund money with other projects so that priorities may be more dispassionately examined. Creating such a trust fund will build up pressure to build a parking garage whether it is needed or not. It could easily lead to a self-perpetuating empire that would be out of control - a Robert Moses type of thing.

Two major causes of traffic jams on neighborhood shopping streets are double-parked trucks and double-parked cars. Double-parked trucks will be with us regardless of what happens to this legislation. So will double-parked cars. Those cars are double-parked because their drivers are running in to a store, laundry, or whatever for "just a minute". They are double-parked because their drivers won't walk any distance at all from a parking place to the store. Providing infinite amounts of parking in a garage a block or two away won't have the slightest effect on this.

Statements that traffic jams are caused by autos circling the block looking for a place to park are ludicrous. The aforementioned double-parkers don't circle at all. Many others will look for a cheap, preferably free, on-street parking space before they will pull into a garage or lot. They probably won't find an on-street space because so many of them have been taken up by merchants who park in them all day and feed the meter. This is borne out by Department of City Planning studies.

These garages will cause more traffic on the streets and more traffic jams because they will draw more cars to the neighborhood and these cars will queue up on the street to get into the garage.

-continued-

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Automobile-caused problems have a supply side and a demand side. Efforts to solve them from the supply side will always fail. They will exacerbate the problem. You will never be able to solve these problems if you keep hyping demand; if you keep encouraging people to use their automobiles more and more. They must be solved from the demand side. Demand must be controlled to fit the available supply. Demand must be controlled so the streets of our city are not overloaded. There is only so much space on our streets. The main reason for traffic jams is that there are too many automobiles for the street space available for them. Inviting more people to drive by providing more parking will cause more traffic jams. There may be conflicts between transit and automobiles. These conflicts must be resolved in favor of transit. The actions proposed by this legislation may bring about saturation of our streets and may foul up transit.

Another really bizarre aspect of this latest campaign to put more parking in San Francisco is that it started with the parking scofflaw rebellion of 2½ years ago. Then, scofflaws who had run up staggering amounts in unpaid parking tickets were nailed by a change in state law that required them to pay up or lose their cars. They launched a campaign to change city laws that was feverishly hyped by the media. They circulated petitions to put their childish proposals on the ballot. They failed to get enough signatures. (A footnote to this: a survey made by a then supervisor showed more people did <u>not</u> think parking fines were too high than did). Their campaign failed, or so reasonable people thought. But Shakespeare was right. The evil men do does indeed live on long after them. They brought garage pushers put of the woodwork, and made selfishness and chidishness fashionable again.

In summary, this proposal should be rejected because it is misdirected, it will aggravate the problem, and it sets a bad precedent. The present law earmarking parking meter revenues in a similar fashion should be repealed for the same reasons.

Very truly yours

Norman Rolfe

Norman Rolfe, Chair
Transportation Committee

ATTACHMENT D

# SAN FRANCISCO TOMORROW

AN URBAN ENVIRONMENTAL ORGANIZATION

April 22, 1985

Supervisor Harry G. Britt
Supervisor Richard Hongisto
Supervisor Willie B. Kennedy
Supervisor Quentin L. Kopp
Supervisor Bill Maher
Supervisor John L. Molinari
Supervisor Wendy Nelder
Supervisor Louise H. Renne
Supervisor Carol Ruth Silver
Supervisor Nancy G. Walker
Supervisor Doris Ward

subj.: Parking Revenue
File 124-85-3

Dear Supervisor:

This is a P.S. to my letter of April 16, 1985 on this subject.

In the second paragraph of that letter I stated that, contrary to the claims of its proponents, this legislation will do nothing for the double parking problem. On Wednesday April 17, 1985 at approximately 2:40 pm I chacked out Chestnut Street from Fillmore to Scott Streets, a major neighborhood shopping area. There were three double-parked trucks, three double-parked cars, and one car parked in a bus zone. At this time there were three empty metered spaces on Chestnut Street, and the City-owned parking structure on Pierce St., ½ block from Chestnut, virtually in the center of the shopping area, had 60 empty spaces. Q.E.D.

At the April 18 meeting of the Traffic and Transportation Committee, the testimony in support of this legislation was almost entirely from merchants. By and large they testified that the proposed parking garages were not for the residents of the immediate areas, but so they could draw regional shopping. Think about the implications of that. Non-merchants testifying on this legislation were against it 3-1.

At this meeting, I pointed out that in at least one shopping area there was probably as much, if not more space taken up by monthly parking as by hourly parking. Practically none of this monthly parking is used by residents of the area. I suggested that the merchants use public transportation to get to and from work, and make those spaces available for hourly parking for their customers, thus sparing the City the expense of building more parking. One responded that he wouldn't ride home with people he didn't know. This is detestable snobbishness.

The City has no business subsidizing snobs. That statement alone is sufficient reason to question the wisdom of this legislation, and table it pending further investigation.

Very truly yours,
Norman Rolfe
Norman Rolfe, Chair, Transportation Committee

942 Market Street, Room 505 San Francisco, CA 94102-4008 415/566-7050

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ATTACHMENT E

## RESOLUTION AUTHORIZING PROPOSITION F

RESOLUTION OF THE BOARD OF SUPERVISORS SUBMITTING TO THE QUALIFIED ELECTORS OF THE CITY AND COUNTY OF SAN FRANCISCO A PROPOSITION AUTHORIZING FINANCING OF THE ACQUISITION, CONSTRUCTION AND COMPLETION OF PARKING LOTS OR GARAGES SERVING ONE OR MORE OF THE FOLLOWING AREAS: INNER RICHMOND, CHINATOWN, NORTH BEACH/BROADWAY, OUTER CLEMENT, UPPER FILLMORE, CASTRO/UPPER MARKET, 24TH STREET/NOE VALLEY AND POLK STREET/VAN NESS AVENUE (GEARY TO VALLEJO STREETS); AND AUTHORIZING LEASES WITH THE SAN FRANCISCO PARKING AUTHORITY.

RESOLVED, That the Board of Supervisors acting pursuant to Charter Section 7.309 hereby submits to the electorate of the City and County of San Francisco the following proposition:

Shall the City finance the acquisition, construction and completion of parking lots or garages to serve one or more of the following areas: Inner Richmond, Chinatown, North Beach /Broadway, Outer Clement, Upper Fillmore, Castro/Upper Market, 24th Street/Noe Valley and Polk Street/Van Ness Avenue (Geary to Vallejo Streets) using leases with the San Francisco Parking Authority, the lease payments to be made from the General Fund which is to be reimbursed from the Off-Street Parking Fund?

# Polls open at 7 a.m. and close at 8 p.m.

**If possible, please vote in the middle of the day.**

63/2

**Arguments printed on this page are the opinion of the authors and have not been checked for accuracy by any official agency.**

# ELLIS-O'FARRELL GARAGE

Fact Sheet 11/20/90

**Constructed** 1957 - constructed by private parties

**Non-Profit Corp.** 1965 - garage acquired by E/O corp. and gifted to City subject to 50 yr. lease

**Lease Expiration** 2015

**Capacity** 912 - semi-attendant park. 105 single spaces, 687 tandem and 120 aisle parking

Ellis side - 213
O'Farrell side - 699

**Size** 7 parking levels + roof; 5 + roof from O/Farrell (each level includes mezzanine). 2 levels from Ellis. (Total 234,704 s.f.)

**Commercial Space**
O'Farrell St./Arcade - 6,498 sf
Ellis St. - 5,693 sf

**Expansion Spaces** 326 (single and tandem park)
376 (incl. isles) - added capacity on 2 1/2 new parking levels; 79,845 s.f.

**Demand** Transient parkers fiscal year ended April 30

| | | | |
|---|---|---|---|
| 1974 - 373,230 | 1979 - 447,539 | 1984 - 694,100 | 1989 - 829,465 |
| 1975 - 399,077 | 1980 - 446,054 | 1985 - 781,619 | 1990 - 800,322 |
| 1976 - 437,983 | 1981 - 470,414 | 1986 - 791,931 | |
| 1977 - 434,443 | 1982 - 544,685 | 1987 - 832,657 | |
| 1978 - 437,887 | 1983 - 636,776 | 1988 - 862,574 | |

**Project Cost/Financing**

| | | |
|---|---|---|
| Construction Cost | $6,064,000 | |
| Construction Contingency | 305,000 | |
| Design Contingency | 553,000 | |
| Sub-total | | $6,922,000 |
| Architectural/Engineering | 565,000 | |
| Inspection/Testing | 100,000 | |
| Costs of Issuance | 200,000 | |
| Reserve Fund | 651,000 | |
| Interest-Const. (12 mos.) | 548,000 | |
| Underwriting Discount (2%) | 137,000 | |
| Sub-total | | $2,201,000 |
| TOTAL PROJECT COST | | $9,123,000 |
| LESS: | | |
| Contribution Surplus Fund | $2,200,000 | |
| Interest During Const(6.5%) | 373,000 | |
| Sub-total | | $2,573,000 |
| **ESTIMATED BOND ISSUANCE** | | **$6,550,000** |

**Bond Feasibility**

| | |
|---|---|
| Annual Debt Service (8% - 24 years) | 622,000 |
| Est. Annual Income (1993) | 938,126 |
| Est. Annual Income (2012) | 1,826,219 |
| Debt Coverage (1993-2012) | 1.51-2.94 |

*Income Assumption - 25% Rate Increase on Completion of Construction:

| hr. | 1990 Rates | 1993 W/Rate Increase | hr. | 1990 Rates | 1993 W/Rate Increase |
|---|---|---|---|---|---|
| 1 | .75 | .95 | 5 | 7.50 | 9.40 |
| 2 | 1.25 | 1.55 | 6 | 10.50 | 13.15 |
| 3 | 2.50 | 3.15 | 7 | 13.50 | 16.85 |
| 4 | 4.50 | 5.65 | 24 | 16.00 | 20.00 |
| | | | 6pm (nite) | 2.50 | 3.15 |



EXHIBIT "D"

| | | |
|---|---|---|
| Project History | 1982-1984 - | Preliminary engineering studies (Tudor Engineering) feasibility of expansion and/or conversion to self-park. Expansion feasible; conversion to self park not feasible. |
| | June 1984 - | Park. Author. re-affirms support for expansion, proposal requested. |
| | Aug. 1984 - | Corp. and Park. Auth. approve $50,000 for design study including seismic analysis incident to expansion recommendations. Degenkolb Engineers employed. |
| | Dec. 1984 - | Degenkolb recommends 2 1/2 floor addition, increase 326 spaces. |
| | June 1985 - | Pflueger Architects employed to supervise seismic solution recommendations. Cross-bracing recommended. |
| | Jan. 1986 - | Pflueger architects employed to prepare schematic design. |
| | Feb. 1986 - | EIP employed to provide environmental services. |
| | Mar. 1986 - | Environmental Evaluation Application filed. Coordinating agencies: Dept. of City Planning/Dept. of Public Works/MUNI/Transportation Policy Group |
| | 1986 - 1989 - | Traffic circulation studies mandated by above agencies. |
| | 1988 - | Ellis street parking converted from attendant park to semi-self park. |
| | Oct. 1989 - | Earthquake with garage damage. |
| | Jan. 1990 - | Planning recommends Neg. Dec. hearing contemporaneous with 309 C-3 dist. and open space (sec. 138) compliance hearings. |
| | Jan. 1990 - | Financial Feasibility Study of proposed expansion prepared by Barton-Aschman Associates. |
| | June 1990 - | Corporation enters into negotiations with Whisler-Patri to become project architect for proposed expansion. |
| | Nov. 1990 - | Preliminary Negative Declaration issued (11-1-90) |

Project Expenditures.

1985 - 1990

| | |
|---|---|
| Design and Schematic Studies..... | $77,196 |
| Environmental Studies..... | 84,309 |
| Planning Mandated Architectural.. | 40,299 |
| Permits..... | 21,000 |
| | $223,504 |

Board Members

*Russell D. Keil, President (Keil Properties)
*J. Vance Huckins, Vice President (Beverly Plaza Hotel)
*John J. Egan (Macy's)
*Lloyd Pflueger (Worldwide Travel - formerly Director Downtown Asso.)
*Carl Livingston (Retired Livingston's; feature writer S.F. Business Week)
*Russell D. Keil, Jr. (Keil Properties)
*Mark Brunner (Cendel - Real Estate, Business Opportunities)
*Eric Walter (Retail merchandising, formerly Liberty House)
*James C. Flood (Banking/Flood Building)
*Rebecca Schulz (Manager F.A.O. Schwartz)

# PRESENTATION AGENDA

## ELLIS-O'FARRELL GARAGE EXPANSION/RETROFIT

(November 20, 1990)

**Introduction**

**Purpose:**

Authorization to proceed with architectural plans for the expansion/retrofit of Ellis-O'Farrell Garage

Whisler-Patri prime contractor

Contract authorization - $565,000

**In Attendance:**

Ellis-O'Farrell Parking Corporation
- Russell Keil Jr. (Chairman Expansion Committee)
- Richard Dole (Counsel)

Whisler-Patri
- Piero Patri (Principal)
- Dana Merker (Senior Associate/Project Coordinator)
- Marie Zeller (Senior Associate/Planning Coordinator)

Herman Zelles (Financial Consultant to E/O)

**Project Review:**

Fact Sheet Summary (11/20/90)

**Russell D. Keil Jr.**

Board of Directors - Ellis-O'Farrell Corporation

**Whisler-Patri**

Project Overview
Status of Environmental Review
Status of Planning Approval
Minority Enterprises Participation

OF THE CITY AND COUNTY OF SAN FRANCISCO

**PARKING AND TRAFFIC COMMISSION**

25 VAN NESS AVENUE, SUITE 880
SAN FRANCISCO, CALIFORNIA 94102
554-PARK

**ART AGNOS, Mayor**
RINA CUTLER, Executive Director

NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

Tuesday, December 4, 1990
1:30 p.m.

Room 282, City Hall
San Francisco, California

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. ROLL CALL

2. ADOPTION OF THE MINUTES

   Regular Meeting of the Parking and Traffic Commission held on November 20, 1990

3. COMMISSIONERS' QUESTIONS AND MATTERS

4. CITY ATTORNEY'S REPORT

5. DIRECTOR'S REPORT

6. PUBLIC COMMENT

   The public may address the Parking and Traffic Commission on any matter within the jurisdiction of the Commission. This should not relate to any item on this agenda since public comment will be taken as each agenda item is discussed. The Chairman requests that each person addressing the Commission limit herself/himself to five minutes.

7. ADJOURNMENT

DOCUMENTS DEPT.
NOV 2 0
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RECONVENE
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

1. ROLL CALL

Continued on Back of Page

2. ADOPTION OF MINUTES

Special Meeting of the Parking Authority held on November 20, 1990

3. PUBLIC COMMENT

4. NEW BUSINESS

a. Amendment to the Evensen Dodge Contract
b. Resolution Rejecting Construction Bids on Polk/Bush Garage Received on October 17, 1990 and Authorizing a Re-Bid on the Project
c. Resolution Requesting a Supplemental Appropriation of $1,000,000 for Toxic Waste Removal and an EIR for a San Francisco General Hospital Parking Facility Project

5. ADJOURNMENT

OF THE CITY AND COUNTY OF SAN FRANCISCO

**PARKING AND TRAFFIC COMMISSION**

25 VAN NESS AVENUE, SUITE 880
SAN FRANCISCO, CALIFORNIA 94102
554-PARK

**ART AGNOS, Mayor**
RINA CUTLER, Executive Director

# MEETING REPORT

## REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
## SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

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Tuesday, December 4, 1990
1:30 p.m.
City Hall, Room 282
San Francisco, California

PRESENT:

Commissioners: Darshan Singh, Chairman
Angelo Quaranta, Vice Chairman
Arnold Chin
Dick Grosboll
Sonia Melara

Staff: Rina Cutler, Executive Director, Department of Parking and Traffic
Tim Johnson, Bureau Chief
Phil Chin, Director, Parking Authority
Kevin Hagerty, Assistant Director, Parking Authority
Julian Hultgren, Deputy City Attorney
Renee Faison, Acting Commission Secretary

Guests: Albert M. Peche, Charles Bell Securities Corp
R. Rosboni, Charles Bell Securities Corp
Ikram Haq, Echo West Construction
Ron Beazell, Echo West Construction
Francis J. Clauss,
Pat Darden, Polk District Merchants
Cindy Reginato
O. G. Matteoni
K. Matteoni
Michael B. Music, Rondel Place Improvement Assn
Richardo Nogvera, MEDA
Harold Hoogasian, Marina Merchants Association
Francisco R. Curbias, S.F. General Hospital

The Chairman called the meeting to order at 1:44 p.m.

ROLL CALL

The roll call indicated Quorum present.

ADOPTION OF MINUTES

On motion of Commissioner Chin, seconded by Commissioner Quaranta, the Minutes of the Regular Meeting of the Parking and Traffic Commission (PTC) held on November 20, 1990 were approved as drafted.

VOTE: Ayes: Members Chin, Grosboll, Quaranta and Singh
Abstain: Member Melara

COMMISSIONERS' QUESTIONS AND MATTERS

Commissioner Melara inquired about the scheduling of the December 18, 1990 Regular Meeting of the Parking and Traffic Commission noting possible Holiday conflicts. The matter was discussed and it was agreed to hold the meeting on December 18, 1990 at 3:30 p.m.

CITY ATTORNEY'S REPORT

The City Attorney had no items to report.

DIRECTOR'S REPORT

The Director had no items to report.

PUBLIC COMMENT

There were no comments from the public.

ADJOURNMENT

Thereupon the meeting was adjourned at 1:48 p.m.

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

The Chairman called the meeting to order at 1:49 p.m.

ROLL CALL

The roll call indicated Quorum present.

ADOPTION OF MINUTES

On motion of Commissioner Quaranta, seconded by Commissioner Grosboll, the Minutes of the Special Meeting of the San Francisco Parking Authority (PA) held on November 20, 1990 were approved as drafted.

VOTE: Ayes: Members Chin, Grosboll, Quaranta and Singh
Abstain: Member Melara

PUBLIC COMMENTS

Virginia Conway stated that homeless individuals are living in the Polk/Bush lot and requested staff's attention to the matter.

NEW BUSINESS

Resolution No. 90-1152 - Approving an Amendment to the Evensen Dodge/Charles A. Bell Securities Corporation Contract to Perform a Financial Analysis and Develop Recommendations Regarding a New Parking Facility at San Francisco General Hospital

The Assistant Director of the Parking Authority briefed the Commission on Resolution 90-1152. The Resolution amends the present contract between Evensen Dodge, Inc./Charles A. Bell Securities Corporation and the Department of Parking and Traffic (DPT). The amendment recommends a fee of $10,000 for financial analysis and the development of recommendations regarding a new parking facility for the San Francisco General Hospital. The fee to be paid to Evensen Dodge/Charles A. Bell will be funded by San Francisco General Hospital.

Commissioners Grosboll and Chin inquired about the basis on which the $10,000 fee was calculated and questioned if there is any expectation that the Commission will be approached for additional funds to complete the project. Albert Peche of Charles A. Bell Securities addressed the Commission. He informed the members that the requested salary is a flat fee. Mr. Peche estimated that approximately 100 hours of service will be necessary to complete the analysis. He assured the Commission that additional funds in excess of the $10,000 fee will not be requested.

The Deputy City Attorney requested clarification of the terms of the fee. Mr. Peche explained that the fee is contingent upon closing of the debt issuance and is payable solely out of bond proceeds at the time of closing. He added that out-of-pocket expenses will be billed separately. The Assistant Director of the Parking Authority indicated that the terms of the Evensen Dodge/Charles A. Bell Securities contract are spelled out in the Department's Resolution No. 27.

Commissioner Grosboll observed that $10,000 is a reasonable amount for the services. The Commissioner requested that Mr. Peche provide the members with an itemization of hours worked at the close of project. Mr. Peche agreed.

Public comment and responses on Resolution 90-1152 follow:

Dr. Francis J. Clauss, Treasurer and Member of the Executive Committee of the Coalition of S.F. Neighorboods and San Francisco General Hospital Garage Task Force, urged the Commission to pursue the issue of a parking facility for the Hospital in a timely fashion and requested a completion date be established for the financial report.

*

O.G. Matteoni, resident of the San Francisco General Hospital area, spoke in favor of the proposed Hospital parking facility. He reported on the parking problems of the area and beseeched the Commission to resolve the issue of the parking facility immediately. He emphasized the urgency of providing the area with a garage prior to the opening of the new Health Center.

The Executive Director acknowledged the need for the garage and the jusitified frustration of the employees and residents of the area. She informed the speakers that the Department was assigned to this project six weeks ago by the Mayor. She spoke of the staff's willingness to expedite the project and asked Mr. Peche for the projected completion date of the report. Mr. Peche replied that the estimated completion date is the end of January, 1991. The Executive Director requested that Mr. Peche commit to a mid-January, 1991 completion date. Mr. Peche agreed. The Executive Director assured the Commission that the matter will be brought before the members with a final recommendation for action no later than February, 1991.

On motion of Commissioner Chin, seconded by Commissioner Grosboll, Resolution No. 90-1152 was approved with a modification recommended by Commissioner Chin wherein Attachment I, Scope of Services, will be changed to include language stating that Evensen Dodge, Inc.,/Charles A. Bell Securities Corporation will submit the Financial Report and Recommendations to the Department no later than January 15, 1991.

VOTE: Ayes: Members Chin, Grosboll, Melara, Quaranta and Singh

The Members agreed to hear Resolution No. 90-1153 out of order since it is closely related to Resolution No. 90-1152.

Resolution No. 90-1153 Requesting a Supplemental Appropriation of $1,000,000 for Toxic Waste Removal and an EIR for a San Francisco General Hospital Parking Facility Project

Commissioner Chin requested an executive briefing report on the San Francisco General Hospital Parking Facility Project. The Executive Director agreed to provide a written report to the Commission and gave an oral summarization of the project. She described the parking problems associated with the area and the parking concerns of the residents and Hospital employees. She stated that in 1987, the San Francisco residents voted in favor of a mental health facility for the area without the inclusion of a parking garage. The residents and employees of the area are concerned about the impact of the health facility on parking. As a result, the City Planning Commission began addressing the garage issue and had identified 24th and Utah as an appropriate site. Earlier this year, the Board of Supervisors was made aware of the parking problems while addressing the issue of preferential parking in the area. Approximately six weeks ago, the Mayor met with the various City departments working on the project and assigned DPT the task of moving forward on the garage plans.

*

Dr. Clauss addressed the Commission stressing the need for a parking facility in the area and requesting the matter be addressed immediately. He reported that the parking garage issue was raised three years ago as a part of S.F. General Hospital's Master Plan, but was rejected by the Chief Administrative Officer. He stated that several City

departments have begun preliminary work on garage and suggested the avoidance of duplication of work. He suggested that the EIR report for the mental health facility be used and the Environmental Officer that conducted that study be contacted. He noted that the EIR includes testimony from 260 members of the community and hospital staff regarding the need for a parking garage. He recommended that the Department contact Phyllis Harding of S.F. General Hospital who could provide the Department with several concepts and drawings for the garage as provided by architects in the past. He added that the residents and staff of the Hospital opposed the building of a mental health facility without a parking facility.

The Chairman inquired about the revenue source of funding for the project. The Executive Director stated the Off-Street Parking Fund is recommended as the funding source. She informed the members of the condition of the Off-Street Parking Fund whereby revenue must be reimbursed from legally available funds such as, sale of bonds, on-campus hospital parking fees, etc. and noted the Department's intention to adhere to those rules.

The Chairman inquired about the present amount of revenue available within the Off-Street Parking Fund. The Executive Director replied that approximately $6 million is presently being held in the Fund.

The Chairman inquired about the estimated size of the Garage. The Executive Director stated that the Wilbur Smith Report recommends 1,200 spaces.

Commissioner Chin inquired about the Hospital staff and the community's position regarding the size of the Garage. The Executive Director stated that both the Hospital staff and the community are in agreement with the Wilbur Smith Report.

*

Francisco Cubias, Parking Committee Member at S.F. General Hospital, addressing the Commission noted that the merchants in the area are also in support of the garage.

Commissioner Melara commented that merchants of the area recently testified in favor of the Garage at one of DPT's recent Neighborhood Meetings.

The Vice Chairman asked if petitions had been circulated on the matter. Mr. Cubias responded Yes and stated that the petition had been submitted to the Planning Commission. The Vice Chairman requested a copy of the petition.

Ricardo Noguera, Mission Economic Development Association Specialist and Coordinator of the 24th Street Revitalization Committee, addressed the Commission. He stated that both the Mission Economic Development Association and the 24th Street Revitalization Committee support the parking garage but are opposed to the proposed Preferential Parking zoning. He indicated that the zoning would negatively effect shoppers in the area.

*

Dr. Clauss observed that the garage matter is a City-wide concern and not a localized issue. He explained that San Francisco General Hospital services the entire City.

Commissioner Grosboll indicated his reluctance to approve the request prior to receiving thorough documentation and hearing public comment on the matter. He acknowledged the justification for the frustration felt by the residents and Hospital staff caused by numerous delays and commended the DPT staff for addressing the issue quickly.

Commissioner Melara noted her support for the project. She stated that she has been aware of the matter for two years and urged the members to approve the Resolution immediately in an effort to avoid more delays.

The Chairman inquired about the schedule for calendaring of the issue by the Board of Supervisors. The Executive Director replied that the goals of the Department would be a December calendar date at the Finance Committee and a January hearing date at the Board of Supervisors.

Commissioners Chin and Grosboll questioned the Executive Director concerning the $1 million figure. They inquired as to the basis on which it was calculated and potential need for additional funding. The Executive Director stated that the figure was derived from preliminary estimates as provided by the EIR consultants during initial investigations. She acknowledged the potential need for additional funding.

Commissioner Grosboll requested background information on the consultant hired by the Hospital and a breakdown of the use of the $1 million. The Director noted that funding breakdown will not be available until the completion of the project.

Commissioner Chin questioned if the cost of the Garage site will be below market value. The Executive Director responded Yes.

Commissioner Grosboll inquired about the site at 24th and Utah Streets and questioned how it was determined to be the best area in which to build the parking facility. The Executive Director answered that the site was chosen during initial investigations by various City departments. She noted that DPT approves of the site.

In addition to the executive summary, Commissioner Chin requested that a copy of the Wilbur Smith Report and the EIR be provided to each member.

On motion of Commissioner Melara, seconded by Commissioner Chin, Resolution No. 90-1153 was approved as drafted.

VOTE: AYES - Members Chin, Grosboll, Melara, Quaranta and Singh

Commissioner Grosboll requested that the item be further discussed at the next Commission meeting.

*

The meeting recessed at 2:51 p.m. and reconvened at 3:01 p.m.

*

Resolution No. 90-1148 Resolution Rejecting Construction Bids on the Polk/Bush Garage Received on October 17, 1990 and Authorizing a Re-Bid on the Project

This item was presented to the Commission at the November 20, 1990 meeting. At that time, the members requested the matter be continued and supporting documentation be provided. This matter was raised because higher-than-desired bids were submitted for the contruction of the Polk/Bush Garage. Gordon Chong of Gordon H. Chong and Associates, architects of the Garage, presented an oral report on potential cost reductions and possible alternatives for action regarding project.

The Chairman inquired about the total amount of the probable construction savings. Mr. Chong replied that total cost reductions if each of the nine options are implemented is approximately $340,000; however, the actual savings to the Department would depend on which option or group of options that are chosen.

The Chairman inquired about the elevated bids submitted on October 17, 1990. Mr. Chong responded that the cost estimators opined that the elevated bids were caused by the economic uncertainty and the numerous construction projects available at that time.

Speaking to the merchants concern regarding timing of the project, Commissioner Grosboll inquired about the additional amount of time needed to complete a re-bid process and a supplemental appropriation process. Mr. Chong replied that each process will result in approximately a two-month delay.

The Chairman asked if the project will need additional Planning Code review. Mr. Chong replied that two Codes affect the Garage -- Planning and Building Codes. Regarding Planning Codes, Mr. Chong stated that a review is not anticipated since the reduction of spaces will not affect permit use. Regarding the Building Codes, Mr. Chong stated that depending on the degree of change in the drawings, an additional review may be necessary. He noted that the two processes are in the same timeframe as requesting a supplemental from the Board of the Supervisors.

*

Pat Darden, President of the Polk Street Merchants Association, urged the Commission to vote in favor of the project. She stated that the City will lose revenue by eliminating the 26 parking spaces. She presented the Commission with a petition signed by merchants in the area urging the Department to authorize the start of construction of the Garage. She stressed the need for the Garage and spoke of the many delays that have occurred to date in the project. She implored the Commission to move forward on the matter immediately.

*

Norman Rolfe, of S.F. Tomorrow, urged the Commission not to build the Garage. He remarked that neighbors of the area voted against the Garage at both the Planning Commission and the Board of Supervisors' hearings. He suggested that the Garage building be converted to another use or redesigned so that when it fails it can be reconverted to another use.

*

George Bankovich, Polk Street Merchant, spoke in favor of the Garage. He described the social problems on Polk Street and stated that the quality of life in the area is diminishing. He noted that cars are vandalized causing people to avoid the area. He remarked that if the area is to have a renaissance, a parking garage is needed.

*

Cindy Reginato, resident and merchant of the Polk Street area, petitioned the Commission to approve the project immediately. She spoke of the long-term effect of removing 26 parking spaces and predicted the loss of $40,000 a year if the spaces are eliminated. She opined that the Commission decisions are made by the staff and not by the Commission.

The Executive Director responded to Ms. Reginato. She stated the staff does not make decisions for the Commission but recommends Commission action based on investigation and research conducted by staff. She remarked that staff's recommendation to the Commmission is that it is financially unacceptable to approve a project that has a high cost-space ratio as with the current bid status of the Polk/Bush Garage.

Concerning Ms. Reginato's statement regarding the loss of revenue on the garage spaces, the Executive Director replied that the Department does not operate under the assumption that each garage space will be full 100 percent of the time. She explained that the City builds garages to provide short-term transient parking at affordable rates. She indicated that it is staff's opinion that if the garage is reduced by 26 spaces and re-bidded upon, the cost of construction will be lowered.

*

Harold Hoogasian, representing San Francisco Council of District Merchants, urged the Commission to move forward with the Garage. He stated that merchants are a part of the neighborhood and asked the Commission to address the merchants' concerns. He opined that it may be improper to eliminate the basement of the Garage for several reasons including future use. He requested that the Commission move forward on the project without delay.

Ron Beazell, representative for Echo West-Hok Construction, addressed the Commission. Echo West was the lowest bidder on the Polk/Bush Garage. Mr. Beazell spoke in support of the cost estimates as presented by Echo-West at the previous Commission meeting.

Commissioner Chin commented on the cost benefit of accepting the present low bid on the Garage. He stated that the per-stall cost of the low bid is less than the per-stall cost of the design alterations. The Commissioner agreed that it would be advantageous to retain the basement.

On motion of Commissioner Chin, seconded by Commissioner Melara, Resolution No. 90-1148 was rejected.

VOTE: Noes - Members Chin, Grosboll, Melara, Quaranta and Singh.

*

The members discussed the need for a two-thirds vote by the Commission to counter resolutions on the agenda. Commissioner Grosboll remarked that a two-thirds vote should not be required to counter a vote on an item that exists on the agenda. The Deputy City Attorney suggested that in the future, the Commission might consider listing subject matters on the agenda instead of specific resolutions thereby avoiding the need for a two-thirds vote. Commissioner Chin requested the Deputy City Attorney research the matter and report back to the Commission.

*

A motion for Resolution No. 90-1154 was introduced by Commissioner Chin and seconded by Commissioner Melara. The Resolution requests a Supplemental Appropriation from the Board of Supervisors in the amount of $700,000 for the construction of the Polk/Bush Garage.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Singh

The Executive Director questioned if the matter of a two-thirds vote was resolved. The members discussed the matter and voted as follows:

On motion of Commissioner Chin, seconded by Commission Melara, Resolution No. 90-1154 and 90-1155 were added to the agenda because the matters arose after the agenda was published.

VOTE: Ayes - Members Chin, Melara, Quaranta and Singh
Noes - Member Grosboll

On motion of Commissioner Chin, seconded by Commissioner Melara, Resolution No. 90-1154 was re-voted upon and amended. The Resolution requests approval of Supplemental Appropriation from the Board of Supervisors and the Mayor in the amount of $700,000 for the construction of the Polk/Bush Garage.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Singh

A motion for Resolution No. 90-1155 was introduced by Commissioner Melara and seconded by Commissioner Chin. The Resolution accepts Echo-West/Hok Construction's low bid on the construction of the Polk/Bush facility in the amount of $4,125,000.

VOTE: Ayes - Members Chin, Grosboll, Melara, Quaranta and Singh

ADJOURNMENT

Thereupon the meeting was ajourned at 4:30 p.m.

Respectfully submitted,

Renee Faison

Renee Faison
Acting Commission Secretary

OF THE CITY AND COUNTY OF SAN FRANCISCO

**PARKING AND TRAFFIC COMMISSION**

25 VAN NESS AVENUE, SUITE 880
SAN FRANCISCO, CALIFORNIA 94102
554-PARK

**ART AGNOS, Mayor**
RINA CUTLER, Executive Director

NOTICE

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

Tuesday, December 18, 1990
3:30 p.m.

Room 282, City Hall
San Francisco, California

DOCUMENTS
DEC 1990

AGENDA

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION

1. ROLL CALL

2. ADOPTION OF THE MINUTES

   Regular Meeting of the Parking and Traffic Commission held on December 4, 1990

3. COMMISSIONERS' QUESTIONS AND MATTERS

4. CITY ATTORNEY'S REPORT

5. DIRECTOR'S REPORT

6. PUBLIC COMMENT

   The public may address the Parking and Traffic Commission on any matter within the jurisdiction of the Commission. This should not relate to any item on this agenda since public comment will be taken as each agenda item is discussed. The Chairman requests that each person addressing the Commission limit herself/himself to five minutes.

7. NEW BUSINESS

   a. Election of Commission Officers

8. ADJOURNMENT

Continued on Next Page

RECONVENE
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

1. ROLL CALL

2. ADOPTION OF MINUTES

Special Meeting of the Parking Authority held on December 4, 1990

3. PUBLIC COMMENT

4. NEW BUSINESS

a. Election of Commission Officers
b. Park and Ride
c. Resolution Approving Lease Option for Commercial Space at the Performing Arts Garage
d. Resolution Recommending Award of the Parking Operator Lease at Lombard Street Garage

5. ADJOURNMENT

OF THE CITY AND COUNTY OF SAN FRANCISCO

**PARKING AND TRAFFIC COMMISSION**

25 VAN NESS AVENUE, SUITE 880
SAN FRANCISCO, CALIFORNIA 94102
554-PARK

**ART AGNOS, Mayor**
RINA CUTLER, Executive Director

MEETING REPORT

REGULAR MEETING OF THE PARKING AND TRAFFIC COMMISSION
SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

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Tuesday, December 18, 1990
3:30 p.m.
City Hall, Room 282
San Francisco, California

PRESENT:

| | |
|---|---|
| Commissioners: | Darshan Singh, Chairman |
| | Angelo Quaranta, Vice Chairman |
| | Arnold Chin |
| | Dick Grosboll |
| | Sonia Melara |
| Staff: | Tim Johnson, Acting Director |
| | Phil Chin, Director, Parking Authority |
| | Kevin Hagerty, Assistant Director, Parking Authority |
| | Julian Hultgren, Deputy City Attorney |
| | Renee Faison, Acting Commission Secretary |
| Guests: | Richard O. Guynn, Sutter-Stockton Garage |
| | Russ Presting, S.E. Onorato Garage |
| | Mattie Fleming, Real Estate Agent |
| | Bob Baker, AMPCO Parking |
| | Charles Cid, Allright Parking |
| | David Bogard, Allright Parking |

The Chairman called the meeting to order at 3:36 p.m.

ROLL CALL

The roll call indicated Quorum present.

ADOPTION OF MINUTES

On motion of Commissioner Quaranta, seconded by Commissioner Melara, the Minutes of the Regular Meeting of the Parking and Traffic Commission (PTC) held on December 4, 1990 were approved as drafted.

VOTE: Ayes: Members Chin, Grosboll, Melara, Quaranta and Singh

COMMISSIONERS' QUESTIONS AND MATTERS

Commissioner Chin raised the issue of ethnic representation on Board of Directors of nonprofit parking facilities. He recommended Commission examination of the ethnic participation on the nonprofit Boards and requested that each Commission member be provided with a Board member listing. He opined that membership on each Board should represent the ethnic diversity of the City and indicated that it presently does not. He observed that two of the seven Boards are comprised of primarily Asian representation and the five remaining Boards are primarily comprised of White male individuals. He suggested that the Chairman of the Commission send a policy statement to each Board on the matter.

Disagreeing with Commissioner Chin, Commissioner Grosboll proposed the item be placed on the agenda for discussion in February. He suggested that representatives of each Board be invited to attend the meeting to discuss the issue. He stated that the meeting invitation could be extended in a letter to the Boards which discusses the issue.

Commissioner Chin acceded.

The Acting Director acknowledged Commissioner Chin's request to provide Commission members with the nonprofit parking facility Board information. He offered to provide the Commission with information on possible affirmative action outreach endeavors that may aid the Boards in their recruitment efforts. He also offered to provide the Chairman with a draft of issues that could be covered within the letter to the Boards. He asked the Commission to note that the Department does not have the authority to instruct the Boards. He suggested that the Department state its position and make recommendations. He stated that the Parking Authority (PA) is not subject to Minority-Women's Enterprise requirements. The City Attorney further explained that the PA is a State agency, not a City Department and, therefore, is not ruled by City government statutes.

Commissioner Grosboll asked the City Attorney to provide the Commission with a brief report outlining the relationship of the nonprofit parking facilities to the PA and the Department of Parking and Traffic (DPT). He requested that the report provide background on the establishment of the nonprofits and the Department's authority as it relates to the nonprofits.

Commissioner Melara suggested that the Commission begin to develop a variety of policy statements that would give a sense of direction to organizations that work with the Department.

The Members agreed that the issue should be placed on the agenda in February and Board representatives be invited to the meeting. The Chairman instructed the Acting Director to provide him with a draft of the issues to be covered in the letter.

*

Commissioner Melara raised the issue of parking spaces in the San Francisco General Hospital area that will be lost during the construction of the planned health and parking facilities. She questioned if the Department has addressed this issue. The Acting Director replied stating that the Board of Supervisors' office has contacted DPT staff concerning the loss of spaces during construction of the health facility. He stated that staff is addressing the issue of the loss of spaces during construction of both the health and parking facilities and will report back to the Commission on the matter.

Commissioner Chin asked if the parking facility will be used exclusively for parking. The Acting Director replied that the Mayor has expressed interest in having the Department review the possibility of setting aside space within the garage for a childcare center. He explained that a childcare center is a part of the Memorandum of Understanding between the City and nurses at San Francisco General Hospital.

ATTORNEY'S REPORT

At the December 4 Commission meeting, an agenda item to reject bids for construction of the Polk/Bush Garage was defeated. Upon defeat of the item, the Commission questioned if a motion to approve a contract for construction of the Garage could be entertained. In response to that query, the City Attorney investigated the rules within the Brown Act that refer to agenda items. The Brown Act stated that agenda items should be sufficiently detailed and specific so that

members of the public will be clearly informed of the substance of the issue that is going before the Commission. In the instance cited above, the City Attorney opined that the Commission could entertain a motion to approve the contract. He stated that although the agenda item stated the matter specifically, the issue of approval or disapproval of the contract was clearly raised. He noted, however, that two-thirds vote would be needed to entertain a request for Supplemental Appropriations because the Supplemental issue was not implied in the agenda listing. The City Attorney stated that emphasis should be placed on informing the public of the substance of issues rather than precisely describing the contemplated Commission action.

DIRECTOR'S REPORT

The Acting Director reported to the Commission in the Director's absence. He provided the Commission with a copy of the Feasibility Study for Market Street Transit as prepared by Gerald Robbins of the Department's staff. He stated that the Board of Supervisors has directed the Department to hold a public hearing on the matter and to report back to them with recommendations.

Commissioner Grosboll requested that copies of the report be made available to David Pilpel and Norman Rolfe as they have indicated their interest in the matter in the past.

Commissioner Chin suggested sending a letter to various groups on the Department's mailing list indicating that the report is available. He opined that the Department should be reimbursed for the cost of photocoping and binding of documents in light of the budget situation. Commissioner Grosboll agreed that a letter should be sent to persons on the Department's mailing list but disagreed that the Department should charge for copies of the report.

The Acting Director stated that the Department does not have a policy regarding the charging for reports. He suggested that many of the requests will likely be made by groups and in that instance, the Department would be prepared to provide each group with a single copy at no charge.

It was determined that a public hearing on the Market Street issue will be held on February 4, 1991.

PUBLIC COMMENT

There were no public comments.

NEW BUSINESS

Election of Officers

The Chairman thanked the members of the Commission for their continued support during his service as Chair and announced his recommendation for Sonia Melara as new Chair of the Commission.

On motion of the Chairman, seconded by Commissioner Grosboll, Commissioner Melara was selected the new Chair of the Commission effective January 1, 1991.

VOTE: Ayes Members Chin, Grosboll, Melara, Quaranta and Singh

On motion of the Chairman, seconded by Commissioner Grosboll, Commissioner Quaranta was re-elected as Vice Chair of the Commission effective January 1, 1991.

VOTE: Ayes Members Chin, Grosboll, Melara, Quaranta and Singh

ADJOURNMENT

Thereupon the meeting was adjourned at 4:12 p.m.

RECONVENE

SPECIAL MEETING OF THE SAN FRANCISCO PARKING AUTHORITY

The Chairman called the meeting to order at 4:21 p.m.

ROLL CALL

The roll call indicated Quorum present.

ADOPTION OF MINUTES

On motion of Commissioner Quaranta, seconded by Commissioner Chin, the Minutes of the Special Meeting of the Parking Authority held on December 4, 1990 were approved as drafted.

VOTE: Ayes: Members Chin, Grosboll, Melara, Quaranta and Singh

PUBLIC COMMENT

There were no public comments.

NEW BUSINESS

Election of Officers

On motion of the Chairman, seconded by Commissioner Chin, Commissioner Melara was elected the Chair of the Parking Authority effective January 1, 1991.

VOTE: Ayes: Members Chin, Grosboll, Melara, Quaranta and Singh

On motion of the Chairman, seconded by Commissioner Melara, Commissioner Quaranta was re-elected the Vice Chair of the Parking Authority to effective January 1, 1991.

VOTE: Ayes: Members Chin, Grosboll, Melara, Quaranta and Singh

*

Commissioner Grosboll observed that the end of 1990 has marked his one year of service as Commission member. He congratulated Commissioners Singh and Quaranta on the good job they have done as officers of the Commission.

*

Commissioner Quaranta was excused from the meeting at 4:23 p.m.

*

Park and Ride Program

The Director of the Parking Authority reported on the status of the Park and Ride Program of the Chinatown/North Beach area. He requested the Commission's approval to develop a resolution:

(1) to authorize the use of up to $50,000 of unused budgeted funds to extend the Park and Ride Program on a limited hourly basis from January 1, 1991 through June 30, 1991;

(2) to authorize the extension of hours of the Golden Gate Garage to accommodate the North Beach merchants' proposal to use the Garage in a validated parking program;

(3) to enpower staff with the authority to suspend the Park and Ride Program in the event that neighborhood merchant groups decide to abandom efforts of developing complimentary and cooperative programs.

The Director of the Parking Authority reported on staff's interest in entering into a public/private partnership with the Chinatown and North Beach businesses whereby the cost of various elements of the program would be shared by the City and the merchants.

The Chairman requested clarification on the source of funds for the Program. The Parking Authority Director replied that the funds would be taken from surplus revenue presently held in the 1990-91 budget that has not been used due to delays in the hiring of personnel or other salary savings.

Commissioner Chin asked if the Board of Supervisors approval is needed to release the funds for the project. The Parking Authority Director answered No.

Commissioner Melara moved to approve the extension of the Park and Ride Program. The motion was seconded by Commissioner Grosboll.

Commissioner Grosboll indicated his concern regarding informal complaints he has received about the Program. He noted, however, that no member of the public has come before the Commission to formally complain. He stated that he would like representatives from merchant and neighborhood groups to come before the Commission at the January 15, 1991 meeting to discuss their views on the Program.

Commissioner Grosboll noted that he does not support the staff's proposal to authorize suspension of the Program without Commission approval.

Commissioner Melara reminded the staff that publicity will be necessary to inform the public of the extension of the program and the reduction in service hours. She indicated that more publicity is needed from the merchants. The Parking Authority Director acknowledged the Commissioners comments stating that the Department will be notifying the public with mailings and articles in local newspapers. He agreed that more publicity is needed from the merchants.

Commissioner Grosboll requested that the item be placed on the January 15 agenda for discussion and public hearing.

On motion of Commissioner Chin moved to amend the original motion. The amended motion is to extend the Park and Ride Program until the end of the 1990-91 fiscal year and to set aside $2,500 for the purpose of marketing the program. Commission Melara seconded the motion.

VOTE AYES: Members Chin, Grosboll, Melara, and Singh.
EXCUSED: Member Quaranta

Resolution Approving Lease Option for Commercial Space at the Performing Arts Garage

The Chairman noted that staff has requested to continue the matter.

Resolution No. 90-1156, Recommending Award of the Parking Operator Lease at Lombard Street Garage

Assistant Director of the Parking Authority briefed the Commission on the project. He explained that, as prescribed in Resolution No. 90-1146, the Parking Authority advertised the Invitation to Bid on the operator's lease of the parking facility located at 2055 Lombard Street. Several companies submitted the preliminary paperwork for the bid but only one company filed the bid at the appointed time. That company, Allright Parking, met all of the bid obligations including the bond fee and has offered to pay the Parking Authority the sum of 40.1 percent of gross revenue or $5,000 each month, whatever shall be greater, for the period of the lease.

The Chairman inquired about the fee that accompanied the bid. The Assistant Director explained that the fee is a standard bid bond which guarantees that the bid will be valid.

Commissioner Melara questioned why only one bidder submitted a final bid. The Assistant Director stated that other parking corporations may have felt there was not enough profit in the Garage.

The Chairman asked if Allright Parking operates other City-owned garages. The Acting Director replied No but noted that Allright Parking owns or operates several garages throughout the City including the Polk-Bush lot.

Commissioner Chin was excused from the meeting at 4:50 p.m.

The Chairman and Commissioner Grosboll inquired about Allright Parking's plans to increase patrongage at the Garage. Charles Cid, representative of Allright Parking, stated that Allright Parking will develop a marketing plan as required in the lease. He stated that a new garage takes four to five years to mature and to develop a base. Allright Parking is of the opinion that with slight modifications, the Garage will be successful.

On motion of Commissioner Grosboll, seconded by Commissioner Melara, Resolution No. 90-1156 was approved as drafted.

VOTE: AYES - Members Grosboll, Melara and Singh
EXCUSED - Members Chin and Quaranta

ADJOURNMENT

Thereupon the meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Renee Faison
Acting Commission Secretary